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LEGISLATIVE BRANCH APPROPRIATIONS FOR 1994

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Legislative Branch Appropriations f...

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BEFORE A

SUBCOMMITTEE OF THE
COMMITTEE ON APPROPRIATIONS
HOUSE OF REPRESENTATIVES

ONE HUNDRED THIRD CONGRESS

FIRST SESSION

SUBCOMMITTEE ON LEGISLATIVE APPROPRIATIONS

VIC FAZIO, California, ***Chairman***

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C. W. BILL YOUNG, Florida
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CHARLES H. TAYLOR, North Carolina

EDWARD E. LOMBARD, *Staff Assistant*

PART 1

JUSTIFICATION OF THE BUDGET ESTIMATES

JUN 7

Printed for the use of the Committee on Appropriations

LEGISLATIVE BRANCH APPROPRIATIONS FOR 1994

HEARINGS

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COMPARATIVE STATEMENT OF NEW BUDGET (OBLIGATIONAL) AUTHORITY FOR 1993 AND THE BUDGET ESTIMATES FOR 1994

[Excludes Senate items and items under Architect of the Capitol for the Senate]

Agency and item (1)	1993 Appropriation P.L. 102-392	Budget estimate of New (obligational) Authority 1994	Budget estimate 1994 compared with 1993
TITLE I - CONGRESSIONAL OPERATIONS			
HOUSE OF REPRESENTATIVES			
Mileage of Members			
Mileage of Members	---	210,000	+210,000
Salaries and Expenses			
House Leadership Offices			
Office of the Speaker	1,383,000	1,610,000	+227,000
Office of the Majority Floor Leader	994,000	1,121,000	+127,000
Office of the Minority Floor Leader	1,348,000	1,610,000	+162,000
Office of the Majority Whip	1,095,000	1,225,000	+130,000
Office of the Minority Whip	741,000	836,000	+95,000
Total, House leadership offices	5,561,000	6,302,000	+741,000
Members' Clerk Hire			
Clerk hire	228,313,000	256,808,000	+28,495,000
Committee Employees			
Professional and clerical employees of standing committees	70,950,000	77,750,000	+6,800,000
Committee on the Budget (Studies)			
Salaries and expenses	389,000	400,000	+11,000
Standing Committees, Special and Select			
Salaries and expenses	57,900,000	65,972,000	+8,072,000

COMPARATIVE STATEMENT OF NEW BUDGET (OBLIGATIONAL) AUTHORITY FOR 1993 AND THE BUDGET ESTIMATES FOR 1994—Continued

[Excludes Senate items and items under Architect of the Capitol for the Senate]

Agency and item (1)	1993 Appropriation P.L. 102-392	Budget estimate of New (obligational) Authority 1994	Budget estimate 1994 compared with 1993
House Information Systems			
Salaries and expenses	22,885,000	22,906,000	+21,000
Offsetting collections	-14,746,000	-13,260,000	+1,486,000
Net total, House Information Systems	8,139,000	9,646,000	+1,507,000
Allowances and Expenses			
Official Expenses of Members	78,545,000	87,797,000	+9,252,000
Supplies, materials, administrative costs and Federal tort claims	19,116,000	22,185,000	+3,069,000
Office equipment	4,427,000	7,196,000	+2,769,000
Net expenses for telecommunications	---	7,875,000	+7,875,000
Furniture and furnishings	1,720,000	1,806,000	+86,000
Stenographic reporting of committee hearings	1,055,000	1,100,000	+45,000
Reemployed annuitants reimbursements	1,039,000	1,016,000	-23,000
Government contributions	116,203,000	132,543,000	+16,340,000
Miscellaneous items	632,000	792,000	+160,000
Total, allowances and expenses	222,737,000	262,310,000	+39,573,000
Committee on Appropriations (Studies and Investigations)			
Salaries and expenses	6,631,000	6,635,000	+4,000
Official Mail Costs			
Expenses	47,711,000	71,495,000	+23,784,000

Salaries, Officers and Employees			
Office of the Clerk	22,354,000	26,793,000	+3,439,000
Office of the Sergeant at Arms	1,369,000	1,508,000	+139,000
Office of the Doorkeeper	10,750,000	12,910,000	+2,160,000
Office of the Postmaster	4,079,000	---	-4,079,000
Office of Director of Non-Legislative and Financial Services	---	4,759,000	+4,759,000
Office of Inspector General	---	205,000	+205,000
Office of General Counsel	---	794,000	+794,000
Office of the Chaplain	123,000	129,000	+6,000
Office of the Parliamentarian	854,000	1,040,000	+186,000
Office of the Parliamentarian	(587,000)	(731,400)	(+144,400)
Compilation of precedents of the House of Representatives	(267,000)	(308,600)	(+41,600)
Office of the Historian	310,000	374,000	+64,000
Office of the Law Revision Counsel	1,403,000	1,650,000	+247,000
Office of the Legislative Counsel	4,155,000	4,652,000	+497,000
Six minority employees	735,000	773,000	+38,000
House Democratic Steering Committee and Caucus	1,461,000	1,637,000	+176,000
House Democratic Steering Committee	(934,000)	(1,027,000)	(+93,000)
House Democratic Caucus	(527,000)	(610,000)	(+83,000)
House Republican Conference	1,461,000	1,637,000	+176,000

COMPARATIVE STATEMENT OF NEW BUDGET (OBLIGATIONAL) AUTHORITY FOR 1993 AND THE BUDGET ESTIMATES FOR 1994—Continued

[Excludes Senate items and items under Architect of the Capitol for the Senate]

Agency and item (1)	1993 Appropriation P.L. 102-392	Budget estimate of New (obligational) Authority 1994	Budget estimate 1994 compared with 1993
Other Authorized Employees	1,724,000	1,843,000	+119,000
Technical assistant, Office of the Attending Physician	(145,000)	(173,000)	(+28,000)
L.B.J. Interns	(1,056,000)	(1,116,000)	(+60,000)
Former Speakers' staff	(410,000)	(434,000)	(+24,000)
Miscellaneous items	(113,000)	(120,000)	(+7,000)
Total, salaries, officers and employees	50,778,000	59,704,000	+8,926,000
Total, salaries and expenses	699,109,000	817,022,000	+117,913,000
Total, House of Representatives	699,109,000	817,232,000	+118,123,000
JOINT ITEMS			
Joint Committee on Inaugural Ceremonies	906,000	---	-906,000
Joint Economic Committee	4,020,000	4,300,000	+280,000
Joint Committee on Printing	1,391,000	1,421,000	+30,000
Joint Committee on Taxation	5,759,000	6,593,000	+834,000
Office of the Attending Physician			
Medical supplies, equipment, expenses, and allowances	1,509,000	1,502,000	-7,000

Capitol Police Board			
Capitol Police			
Salaries:			
Sergeant at Arms of the House of Representatives..	31,000,600	33,466,000	+2,464,600
Sergeant at Arms and Doorkeeper of the Senate.....	31,861,600	34,146,000	+2,294,600
Total, salaries..............................	62,862,000	67,601,000	+4,749,000
General expenses..................................	2,029,000	2,419,000	+390,000
Total, Capitol Police Board....................	64,881,000	70,020,000	+5,139,000
Capitol Guide Service			
Salaries and expenses..............................	1,644,000	1,708,000	+64,000
Special Services Office			
Salaries and expenses..............................	366,000	366,000	---
Statements of Appropriations			
Preparation..	---	20,000	+20,000
Total, joint items.........	80,476,000	85,930,000	+5,454,000
OFFICE OF TECHNOLOGY ASSESSMENT			
Salaries and expenses..............................	21,025,000	22,925,000	+1,900,000
CONGRESSIONAL BUDGET OFFICE			
Salaries and expenses..............................	22,542,000	23,650,000	+1,108,000

COMPARATIVE STATEMENT OF NEW BUDGET (OBLIGATIONAL) AUTHORITY FOR 1993 AND THE BUDGET ESTIMATES FOR 1994—Continued

[Excludes Senate items and items under Architect of the Capitol for the Senate]

Agency and item (1)	1993 Appropriation P.L. 102–392	Budget estimate of New (obligational) Authority 1994	Budget estimate 1994 compared with 1993
ARCHITECT OF THE CAPITOL			
Office of the Architect of the Capitol			
Salaries	8,144,000	9,696,000	+1,452,000
Travel (limitation on official travel expenses)	(60,000)	(60,000)	---
Contingent expenses	100,000	100,000	---
Total, Office of the Architect of the Capitol	8,244,000	9,696,000	+1,452,000
Capitol Buildings and Grounds			
Capitol buildings	23,956,000	27,753,000	+3,798,000
Capitol grounds	5,600,000	5,748,000	+148,000
House Office Buildings	32,387,000	47,366,000	+14,979,000
Capitol Power Plant	35,288,000	39,719,000	+4,431,000
Offsetting collections	-3,200,000	-3,200,000	---
Net total, Capitol Power Plant	32,088,000	36,519,000	+4,431,000
Total, Capitol buildings and grounds	94,030,000	117,386,000	+23,356,000
Total, Architect of the Capitol	102,274,000	127,082,000	+24,808,000
LIBRARY OF CONGRESS			
Congressional Research Service			
Salaries and expenses	57,291,000	61,942,000	+4,651,000
GOVERNMENT PRINTING OFFICE			
Congressional printing and binding	89,591,000	95,000,000	+5,409,000
Total, title I - Congressional Operations	1,072,308,000	1,233,761,000	+161,453,000

TITLE II - OTHER AGENCIES

BOTANIC GARDEN

Salaries and expenses	4,906,000	10,349,000	+5,443,000

LIBRARY OF CONGRESS

Salaries and expenses	203,163,000	222,370,000	+19,207,000
Authority to spend receipts	-7,500,000	-7,500,000	---
Net total, Salaries and expenses	195,663,000	214,870,000	+19,207,000
Copyright Office, salaries and expenses	26,228,000	27,771,000	+1,543,000
Authority to spend receipts	-16,717,000	-16,885,000	-168,000
Net total, Copyright Office	9,511,000	10,886,000	+1,375,000
Books for the blind and physically handicapped, salaries and expenses	43,144,000	46,646,000	+3,502,000
Furniture and furnishings	4,490,000	5,623,000	+1,133,000
Total, Library of Congress (except CRS)	252,808,000	278,025,000	+25,217,000

ARCHITECT OF THE CAPITOL

Library Buildings and Grounds

Structural and mechanical care	9,733,000	22,186,000	+12,453,000

COMPARATIVE STATEMENT OF NEW BUDGET (OBLIGATIONAL) AUTHORITY FOR 1993 AND THE BUDGET ESTIMATES FOR 1994—Continued

[Excludes Senate items and items under Architect of the Capitol for the Senate]

Agency and item (1)	1993 Appropriation P.L. 102-392	Budget estimate of New (obligational) Authority 1994	Budget estimate 1994 compared with 1993
COPYRIGHT ROYALTY TRIBUNAL			
Salaries and expenses	911,000	1,028,000	+117,000
Authority to spend receipts	-781,000	-884,000	-103,000
Net total, Copyright Royalty Tribunal	130,000	144,000	+14,000
GOVERNMENT PRINTING OFFICE			
Office of Superintendent of Documents			
Salaries and expenses	29,082,000	33,707,000	+4,626,000
GENERAL ACCOUNTING OFFICE			
Salaries and expenses	436,367,000	499,185,000	+62,818,000
Offsetting collections	-1,200,000	-1,600,000	-400,000
Total, General Accounting Office	435,167,000	497,585,000	+62,418,000
Total, title II - other agencies	731,826,000	841,996,000	+110,170,000
Grand total	1,804,134,000	2,075,757,000	+271,623,000

RECAPITULATION

TITLE I - CONGRESSIONAL OPERATIONS

House of Representatives	699,109,000	817,232,000	+118,123,000
Joint items	80,476,000	85,930,000	+5,454,000
Office of Technology Assessment	21,025,000	22,925,000	+1,900,000
Congressional Budget Office	22,542,000	23,650,000	+1,108,000
Architect of the Capitol	102,274,000	127,082,000	+24,808,000
Library of Congress: Congressional Research Service	57,291,000	61,942,000	+4,651,000
Congressional printing and binding, Government Printing Office	89,591,000	95,000,000	+5,409,000
Total, title I - congressional operations	1,072,308,000	1,233,761,000	+161,453,000

TITLE II - OTHER AGENCIES

Botanic Garden	4,906,000	10,349,000	+5,443,000
Library of Congress (except CRS)	252,808,000	278,025,000	+25,217,000
Architect of the Capitol (Library buildings and grounds)	9,733,000	22,186,000	+12,453,000
Copyright Royalty Tribunal	130,000	144,000	+14,000
Government Printing Office (except congressional printing and binding)	29,082,000	33,707,000	+4,625,000
General Accounting Office	435,167,000	497,585,000	+62,418,000
Total, title II - other agencies	731,826,000	841,996,000	+110,170,000
Grand total	1,804,134,000	2,075,757,000	+271,623,000

HOUSE OF REPRESENTATIVES

SCHEDULE A MASTER- HOUSE

HOUSE OF REPRESENTATIVES

	1992 Actual		1993 Estimate		1994 Estimate		Net Change	
Breakdown by Organization	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
Payment to Widows and Heirs of Deceased Members of Congress								
Mileage of Members						$210		$210
SALARIES AND EXPENSES	**11,142**	**$705,388**	**11,642**	**$699,109**	**11,723**	**$817,022**	**81**	**$117,913**
House Leadership Offices	93	$4,979	85	$5,561	85	$6,302		$741
Members' Clerk Hire	7,359	$227,345	7,833	$228,313	7,833	$256,808		$28,495
Committee Employees	904	$67,028	910	$70,950	911	$77,750	1	$6,800
Committee on the Budget		$322		$389		$400		$11
Standing Committees Special and Select	1,162	$53,970	1,176	$57,900	1,212	$65,972	36	$8,072
House Information Systems	249	$8,615	254	$8,139	259	$9,646	5	$1,507
Allowances and Expenses		$214,490		$222,737		$262,310		$39,573
Committee on Appropriations	24	$5,975	24	$6,631	24	$6,635		$4
Official Mail Costs		$54,195		$47,711		$71,495		$23,784
Salaries, Officers and Employees	1,351	$47,469	1,360	$50,778	1,399	$59,704	39	$8,926
Plus Rescission		$21,000						
Total House of Representatives	11,142	$705,388	11,642	$699,109	11,723	$817,232	81	$118,123
2. Breakdown by Object Class								
11 Personnel Compensation	11,142	$408,741	11,642	$421,891	11,723	$474,230	81	$52,339
12 Personnel Benefits		$107,023		$114,258		$130,598		$16,340
13 Benefits to Former Personnel		$1,722		$2,000		$2,000		
21 Travel		$12,278		$12,720		$14,607		$1,887
22 Transportation of Things		$21		$63		$69		$6
23 Rent, Communications, Utilities		$98,489		$91,859		$121,471		$29,612
24 Printing and Reproduction		$9,559		$9,922		$11,102		$1,180
25 Other Services		$17,282		$19,533		$21,028		$1,495
26 Supplies and Materials		$10,399		$10,241		$11,654		$1,413
31 Equipment		$29,578		$30,852		$43,088		$12,236
32 Land and Structures								
42 Insurance Claims/ Indemnities		$645		$516		$645		$129
HIS Reimbursements		-$11,349		-$14,746		-$13,260		$1,486
Plus Rescission		$21,000						
Total House of Representatives	11,142	$705,388	11,642	$699,109	11,723	$817,232	81	$118,123

HOUSE OF REPRESENTATIVES
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
Payments to Widows and Heirs of Deceased Members of Congress												
Mileage of Members								$210				$210
SALARIES AND EXPENSES	**2**	**$88,789**		**$11,742**	**3**	**$427**	**76**	**$5,673**		**$9,796**	**81**	**$117,913**
House Leadership Offices		$741										$741
Members' Clerk Hire		$28,495										$28,495
Committee Employees	1	$6,800									1	$6,800
Committee on the Budget				$4				$7				$11
Standing Committees, Special & Select	1	$5,123		$485			35	$1,841		$623	36	$8,072
House Information Systems		$1,056		-$150			5	-$565		-$320	5	$1,507
Allowances and Expenses		$15,752		$11,454		-$135		$3,096		$9,406		$39,573
Committee on Appropriations		$70		-$66								$4
Official Mail Costs		$23,784										$23,784
Salaries, Officers and Employees		$6,968		$15	3	$562	36	$1,294		$87	39	$8,926
Total House of Representatives	2	$88,789		$11,742	3	$427	76	$5,883		$9,796	81	$118,123
Breakdown by Object Class												
11 Personnel Compensation	2	$49,275			3	$427	76	$2,638			81	$52,340
12 Personnel Benefits		$15,601						$739				$16,340
13 Benefits to Former Personnel												
21 Travel				$1,444				$431				$1,875
22 Transportation of Things												
23 Rent, Communications and Utilities		$23,784		$4,374				$1,693				$29,851
24 Printing and Reproduction				$1,178								$1,178
25 Other Services				$1,299				$66				$1,365
26 Supplies and Materials				$1,021				$316				$1,337
31 Equipment				$2,426						$9,796		$12,222
32 Land and Structures												
42 Insurance Claims and Indemnities		$129										$129
H.I.S. Reimbursement decline												$1,486
Total	2	$88,789		$11,742	3	$427	76	$5,883		$9,796	81	$118,123

SCHEDULE A MASTER- JOINT ITEMS

HOUSE OF REPRESENTATIVES- JOINT ITEMS

	1992 Actual		1993 Estimate		1994 Estimate		Net Change	
Breakdown by Organization	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
Joint Committee on Taxation	77	$5,716	77	$5,759	77	$6,593		$834
Office of the Attending Physician	14	$1,305	14	$1,509	14	$1,502		-$7
Capitol Police- House	658	$31,741	653	$31,000	653	$33,455		$2,455
Capitol Police- Senate	699	$32,352	699	$31,852	699	$34,146		$2,294
Total Capitol Police	1,357	$64,093	1,352	$62,852	1,352	$67,601		$4,749
Capitol Police- General Expenses		$2,029		$2,029		$2,419		$390
Statements of Appropriations						$20		$20
Total Joint Items	1,448	$73,143	1,443	$72,149	1,443	$78,135		$5,986
2. Breakdown by Object Class								
11 Personnel Compensation	1,448	$58,968	1,443	$57,220	1,443	$61,273		$4,053
12 Personnel Benefits		$11,122		$12,057		$13,185		$1,108
13 Benefits to Former Personnel								
21 Travel		$166		$152		$154		$2
22 Transportation of Things		$28		$14		$14		
23 Rent, Communications, Utilities		$161		$149		$149		
24 Printing and Reproduction		$2		$2		$2		
25 Other Services		$496		$381		$671		$290
26 Supplies and Materials		$1,317		$1,512		$1,505		-$7
31 Equipment		$883		$662		$1,202		$540
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total Joint Items	1,448	$73,143	1,443	$72,149	1,443	$78,135		$5,986

JOINT ITEMS
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

					PROGRAM TYPE CHANGES							
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
Joint Committee on Taxation		$382		$212						$240		$834
Office of the Attending Physician		$30		-$37								-$7
Capitol Police- House		$2,455										$2,455
Capitol Police- Senate		$2,294										$2,294
Capitol Police- Total		$4,749										$4,749
Capitol Police General Expenses				$20				$70		$300		$390
Statements of Appropriations								$20				$20
Total Joint Items		$5,161		$195				$90		$540		$5,986
Breakdown by Object Class												
11 Personnel Compensation		$4,053										$4,053
12 Personnel Benefits		$1,108										$1,108
13 Benefits to Former Personnel												
21 Travel				$2								$2
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services				$200				$90				$290
26 Supplies and Materials				-$7								-$7
31 Equipment										$540		$540
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total Joint Items		$5,161		$195				$90		$540		$5,986

SCHEDULE A MASTER

HOUSE OF REPRESENTATIVES AND JOINT ITEMS (PAGE 1 OF 2)

Breakdown by Organization	1992 Actual		1993 Estimate		1994 Estimate		Net Change	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
Payment to Widows and Heirs of Deceased Members of Congress								
Mileage of Members						$210		$210
SALARIES AND EXPENSES	**11,142**	**$705,388**	**11,642**	**$699,109**	**11,723**	**$817,022**	**81**	**$117,913**
House Leadership Offices	93	$4,979	85	$5,561	85	$6,302		$741
Members' Clerk Hire	7,359	$227,345	7,833	$228,313	7,833	$256,808		$28,495
Committee Employees	904	$67,028	910	$70,950	911	$77,750	1	$6,800
Committee on the Budget		$322		$389		$400		$11
Standing Committees Special and Select	1,162	$53,970	1,176	$57,900	1,212	$65,972	36	$8,072
House Information Systems	249	$8,615	254	$8,139	259	$9,646	5	$1,507
Allowances and Expenses		$214,490		$222,737		$262,310		$39,573
Committee on Appropriations	24	$5,975	24	$6,631	24	$6,635		$4
Official Mail Costs		$54,195		$47,711		$71,495		$23,784
Salaries, Officers and Employees	1,351	$47,469	1,360	$50,778	1,399	$59,704	39	$8,926
Plus Rescission		$21,000						
Total House of Representatives	11,142	$705,388	11,642	$699,109	11,723	$817,232	81	$118,123

SCHEDULE B MASTER- HOUSE AND JOINT ITEMS

HOUSE OF REPRESENTATIVES AND JOINT ITEMS (PAGE 1 OF 2)

ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

					PROGRAM TYPE CHANGES							
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
Payments to Widows and Heirs of Deceased Members of Congress												
Mileage of Members								$210				$210
SALARIES AND EXPENSES	**2**	**$88,789**		**$11,742**	**3**	**$427**	**76**	**$5,673**		**$9,796**	**81**	**$117,913**
House Leadership Offices		$741										$741
Members' Clerk Hire		$28,495										$28,495
Committee Employees	1	$6,800									1	$6,800
Committee on the Budget				$4				$7				$11
Standing Committees, Special & Select	1	$5,123		$485			35	$1,841		$623	36	$8,072
House Information Systems		$1,056		-$150			5	-$565		-$320	5	$1,507
Allowances and Expenses		$15,752		$11,454		-$135		$3,096		$9,406		$39,573
Committee on Appropriations		$70		-$66								$4
Official Mail Costs-House		$23,784										$23,784
Salaries, Officers and Employees		$6,968		$15	3	$562	36	$1,294		$87	39	$8,926
Total House of Representatives	2	$88,789		$11,742	3	$427	76	$5,673		$9,796	81	$118,123

HOUSE OF REPRESENTATIVES AND JOINT ITEMS (PAGE 2 OF 2)

Breakdown by Organization	1992 Actuel Staff	1992 Actuel Dollars "(000)"	1993 Estimate Staff	1993 Estimate Dollars "(000)"	1994 Estimate Staff	1994 Estimate Dollars "(000)"	Net Change Staff	Net Change Dollars "(000)"
Joint Items- House								
Joint Committee on Taxation	77	$5,716	77	$5,759	77	$6,593		$834
Office of the Attending Physician	14	$1,305	14	$1,509	14	$1,502		-$7
Capitol Police Salaries-House	658	$31,741	653	$31,000	653	$33,455		$2,455
Capitol Police Salaries-Senate	699	$32,352	699	$31,852	699	$34,146		$2,294
Capitol Police Salaries- Total	1,357	$64,093	1,352	$62,852	1,352	$67,601		$4,749
Capitol Police, General Expenses		$2,029		$2,029		$2,419		$390
Statements of Appropriations						$20		$20
Total Joint Items	1,448	$79,118	1,443	$78,124	1,443	$84,110		$5,986
Total House and Joint Items	12,590	$784,506	13,085	$777,233	13,166	$901,342	81	$124,109
2. Breakdown by Object Class								
11 Personnel Compensation	12,590	$467,709	13,085	$479,111	13,166	$535,503	81	$56,392
12 Personnel Benefits		$118,145		$126,315		$143,763		$17,448
13 Benefits to Former Personnel		$1,722		$2,000		$2,000		
21 Travel		$12,444		$12,872		$14,761		$1,889
22 Transportation of Things		$49		$77		$83		$6
23 Rent, Communications, Utilities		$98,650		$92,008		$121,620		$29,612
24 Printing and Reproduction		$9,561		$9,924		$11,104		$1,180
25 Other Services		$17,778		$19,914		$21,699		$1,785
26 Supplies and Materials		$11,716		$11,753		$13,159		$1,406
31 Equipment		$30,461		$31,514		$44,290		$12,776
32 Land and Structures								
42 Insurance Claims/ Indemnities		$645		$516		$645		$129
Plus HIS Reimbursement differential								$1,486
Plus Rescission		$21,000						
TOTAL	12,590	$789,880	13,085	$786,004	13,166	$908,627	81	$124,109

SCHEDULE B MASTER- HOUSE AND JOINT ITEMS

HOUSE OF REPRESENTATIVES AND JOINT ITEMS (PAGE 2 OF 2)

ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
Joint Committee on Taxation		$382		$212						$240		$834
Office of the Attending Physician		$30		-$37								-$7
Capitol Police- House		$2,455										$2,455
Capitol Police- Senate		$2,294										$2,294
Capitol Police- Total		$4,749										$4,749
Capitol Police General Expenses				$20				$70		$300		$390
Statements of Appropriations								$20				$20
Total Joint Items		$5,161		$195				$90		$540		$5,986
Total House and Joint Items	2	$93,950		$11,937	3	$427	76	$5,763		$10,336	81	$124,109
Breakdown by Object Class												
11 Personnel Compensation	2	$53,328			3	$427	76	$2,638			81	$56,393
12 Personnel Benefits		$16,709						$739				$17,448
13 Benefits to Former Personnel												
21 Travel				$1,446				$431				$1,877
22 Transportation of Things												
23 Rent, Communications and Utilities		$23,784		$4,374				$1,693				$29,851
24 Printing and Reproduction				$1,178								$1,178
25 Other Services				$1,499				$156				$1,655
26 Supplies and Materials				$1,014				$316				$1,330
31 Equipment				$2,426						$10,336		$12,762
32 Land and Structures												
42 Insurance Claims and Indemnities		$129										$129
H.I.S. Reimbursement decline												$1,486
Total House and Joint Items	2	$93,950		$11,937	3	$427	76	$5,973		$10,336	81	$124,109

PAYMENTS TO WIDOWS AND HEIRS OF DECEASED MEMBERS OF CONGRESS

Schedule A

HOUSE OF REPRESENTATIVES
PAYMENTS TO WIDOWS AND HEIRS OF DECEASED MEMBERS OF CONGRESS
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation		$259						
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total		$259						

Schedule B

HOUSE OF REPRESENTATIVES
PAYMENTS TO WIDOWS AND HEIRS
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation												
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total												

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION PAYMENTS TO WIDOWS AND HEIRS OF DECEASED MEMBERS OF CONGRESS		
	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993		
BUDGET BASE, 1993		
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		
2. BUDGET YEAR PAY ADJUSTMENT		
3. BUDGET YEAR LOCALITY PAY		
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		
III. TOTAL APPROPRIATION REQUEST, 1994		

Schedule A

HOUSE OF REPRESENTATIVES
MILEAGE OF MEMBERS OF THE HOUSE OF REPRESENTATIVES AS AUTHORIZED BY LAW
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation								
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel		$74				$210		$210
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total		$74				$210		$210

Schedule B

HOUSE OF REPRESENTATIVES
MILEAGE OF MEMBERS
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation												
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel								$210				$210
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total								$210				$210

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
MILEAGE OF MEMBERS

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993		
BUDGET BASE, 1993		
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		
2. BUDGET YEAR PAY ADJUSTMENT		
3. BUDGET YEAR LOCALITY PAY		
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		$210
1. LEGISLATION		
2. WORKLOAD		$210
a. TRAVEL		$210
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$210
III. TOTAL APPROPRIATION REQUEST, 1994		$210

Explanation of Changes Shown on Schedule C

MILEAGE OF MEMBERS

Program Type Changes:

Funding for this account of $210,000 is being requested.

Schedule A

HOUSE OF REPRESENTATIVES
SALARIES AND EXPENSES
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	11,142	$408,741	11,642	$421,891	11,723	$474,230	81	$52,339
12 Personnel Benefits		$107,023		$114,258		$130,598		$16,340
13 Benefits to Former Personnel		$1,722		$2,000		$2,000		
21 Travel		$12,278		$12,720		$14,399		$1,679
22 Transportation of Things		$21		$63		$69		$6
23 Rent, Communications, Utilities		$98,489		$91,859		$125,532		$33,673
24 Printing and Reproduction		$9,559		$9,922		$11,101		$1,179
25 Other Services		$17,282		$19,533		$21,091		$1,558
26 Supplies and Materials		$10,399		$10,241		$11,596		$1,355
31 Equipment		$29,578		$30,852		$39,021		$8,169
32 Land and Structures								
42 Insurance Claims/ Indemnities		$645		$516		$645		$129
Sub-total, funds required		$695,737		$713,855		$830,282		$116,427
Less Reimbursements		-$11,349		-$14,746		-$13,260		$1,486
Rescission		$21,000						
Total	11,142	$705,388	11,642	$699,109	11,723	$817,022	81	$117,913

Schedule B

HOUSE OF REPRESENTATIVES
SALARIES AND EXPENSES
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	MANDATORY PAY AND RELATED COSTS		PROGRAM TYPE CHANGES								TOTAL CHANGES	
			PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..			
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation	2	$49,275			3	$427	76	$2,638			81	$52,340
12 Personnel Benefits		$15,601						$739				$16,340
13 Benefits to Former Personnel												
21 Travel				$1,444				$221				$1,665
22 Transportation of Things												
23 Rent, Communications and Utilities		$23,784		$4,374				$1,693				$29,851
24 Printing and Reproduction				$1,178								$1,178
25 Other Services				$1,299				$66				$1,365
26 Supplies and Materials				$1,021				$316				$1,337
31 Equipment				$2,426						$9,796		$12,222
32 Land and Structures												
42 Insurance Claims and Indemnities		$129										$129
H.I.S. Reimbursement decline												$1,486
Total	2	$88,789		$11,742	3	$427	76	$5,673		$9,796	81	$117,913

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
SALARIES AND EXPENSES

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993	11,642	$699,109
BUDGET BASE, 1993	11,642	$699,109
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES	2	$88,789
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		$4,875
2. BUDGET YEAR PAY ADJUSTMENT		$15,564
3. BUDGET YEAR LOCALITY PAY		$13,062
4. FULL FUNDING OF AUTHORIZATION	2	$40,286
5. MERITORIOUS/LONGEVITY INCREASE		$4,576
6. TEMPORARY POSITIONS		$810
7. OVERTIME PAY		$42
8. RECLASSIFICATIONS		$648
9. PERSONNEL BENEFITS		$8,926
B. PRICE LEVEL CHANGES		$11,742
1. TRAVEL		$1,444
2. RENT, COMMUNICATIONS		$4,374
3. PRINTING AND REPRODUCTION		$1,178
4. OTHER SERVICES		$1,131
5. SUPPLIES		$1,021
6. EQUIPMENT		$2,426
7. CONSULTANT CONTRACTS		$160
8. MISCELLANEOUS		$8
C. PROGRAM TYPE CHANGES	79	$15,896
1. LEGISLATION	3	$427
2. WORKLOAD		$5,673
a. TRAVEL		$221
b. RENT, COMMUNICATIONS		$1,693
c. SUPPLIES		$316
d. INVESTIGATIVE WORKLOAD	39	$737
e. OTHER SERVICES		$66
f. STAFF LEVEL CHANGES	37	$2,640
3. EQUIPMENT, MAINT, REPAIRS, ETC.		$9,796
a. REPLACEMENT AND UPGRADE		$9,796
H.I.S. Reimbursement decline		$1,486
II. NET INCREASE/DECREASE REQUESTED	81	$117,913
III. TOTAL APPROPRIATION REQUEST, 1994	11,723	$817,022

Schedule A

HOUSE OF REPRESENTATIVES
OFFICE OF THE SPEAKER
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	20	$952	20	$1,286	20	$1,513		$227
12 Personnel Benefits		$25		$25		$25		
13 Benefits to Former Personnel								
21 Travel		$2		$1		$1		
22 Transportation of Things				$4		$4		
23 Rent, Communications, Utilities				$3		$3		
24 Printing and Reproduction		$1		$8		$8		
25 Other Services		$10		$54		$54		
26 Supplies and Materials		$17		$2		$2		
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	20	$1,007	20	$1,383	20	$1,610		$227

Schedule B

HOUSE OF REPRESENTATIVES
OFFICE OF THE SPEAKER
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

					PROGRAM TYPE CHANGES							
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$227										$227
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$227										$227

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
OFFICE OF THE SPEAKER

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993	20	$1,383
BUDGET BASE, 1993	20	$1,383
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		$227
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		$13
2. BUDGET YEAR PAY ADJUSTMENT		$36
3. BUDGET YEAR LOCALITY PAY		$35
4. FULL FUNDING OF AUTHORIZATION		$143
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$227
III. TOTAL APPROPRIATION REQUEST, 1994	20	$1,610

Explanation of Changes Shown on Schedule C

OFFICE OF THE SPEAKER

Mandatory Pay and Related Changes:

Personnel increases are attributed to the annualization of the FY '93 COLA, the prorated funding of the FY '94 COLA an estimated locality pay increase and full funding of the fiscal year 1994 lump sum authorization.

Office of the Majority Leader

Schedule A

HOUSE OF REPRESENTATIVES
OFFICE OF THE MAJORITY FLOOR LEADER
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	17	$913	17	$918	17	$1,045		$127
12 Personnel Benefits		$10		$10		$10		
13 Benefits to Former Personnel								
21 Travel		$10		$6		$6		
22 Transportation of Things								
23 Rent, Communications, Utilities		$57		$7		$7		
24 Printing and Reproduction				$4		$4		
25 Other Services		$4		$49		$49		
26 Supplies and Materials		$51						
31 Equipment		$1						
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	17	$1,046	17	$994	17	$1,121		$127

Schedule B

HOUSE OF REPRESENTATIVES
OFFICE OF THE MAJORITY LEADER
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

					PROGRAM TYPE CHANGES							
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$127										$127
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$127										$127

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICE OF THE MAJORITY LEADER	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993	17	$994
BUDGET BASE, 1993	17	$994
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		$127
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		$9
2. BUDGET YEAR PAY ADJUSTMENT		$26
3. BUDGET YEAR LOCALITY PAY		$24
4. FULL FUNDING OF AUTHORIZATION		$68
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$127
III. TOTAL APPROPRIATION REQUEST, 1994	17	$1,121

Explanation of Changes Shown on Schedule C

OFFICE OF THE MAJORITY LEADER

Mandatory Pay and Related Changes:

Personnel increases are attributed to the annualization of the FY '93 COLA, the prorated funding of the FY '94 COLA an estimated locality pay increase and full funding of the fiscal year 1994 lump sum authorization.

Office of the Minority Leader

Schedule A

HOUSE OF REPRESENTATIVES
OFFICE OF THE MINORITY FLOOR LEADER
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	20	$1,152	20	$1,303	20	$1,465		$162
12 Personnel Benefits		$10		$10		$10		
13 Benefits to Former Personnel								
21 Travel		$2						
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction		$3		$9		$9		
25 Other Services		$1		$1		$1		
26 Supplies and Materials		$23		$25		$25		
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	20	$1,191	20	$1,348	20	$1,510		$162

Schedule B

HOUSE OF REPRESENTATIVES
OFFICE OF THE MINORITY LEADER
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

					PROGRAM TYPE CHANGES							
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$162										$162
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$162										$162

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
OFFICE OF THE MINORITY LEADER

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993	20	$1,348
BUDGET BASE, 1993	20	$1,348
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		$162
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		$12
2. BUDGET YEAR PAY ADJUSTMENT		$32
3. BUDGET YEAR LOCALITY PAY		$32
4. FULL FUNDING OF AUTHORIZATION		$86
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$162
III. TOTAL APPROPRIATION REQUEST, 1994	20	$1,510

Explanation of Changes Shown on Schedule C

OFFICE OF THE MINORITY LEADER

Mandatory Pay and Related Changes:

Personnel increases are attributed to the annualization of the FY '93 COLA, the prorated funding of the FY '94 COLA an estimated locality pay increase and full funding of the fiscal year 1994 lump sum authorization.

Office of the Majority Whip

Schedule A

HOUSE OF REPRESENTATIVES
OFFICE OF THE MAJORITY WHIP
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	22	$943	16	$1,050	16	$1,180		$130
12 Personnel Benefits		$5		$5		$5		
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities				$1		$1		
24 Printing and Reproduction		$1		$2		$2		
25 Other Services				$1		$1		
26 Supplies and Materials		$40		$36		$36		
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	22	$989	16	$1,095	16	$1,225		$130

Schedule B

HOUSE OF REPRESENTATIVES
OFFICE OF THE MAJORITY WHIP
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

					PROGRAM TYPE CHANGES							
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$130										$130
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$130										$130

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICE OF THE MAJORITY WHIP	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993	16	$1,095
BUDGET BASE, 1993	16	$1,095
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		$130
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		$10
2. BUDGET YEAR PAY ADJUSTMENT		$28
3. BUDGET YEAR LOCALITY PAY		$27
4. FULL FUNDING OF AUTHORIZATION		$65
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$130
III. TOTAL APPROPRIATION REQUEST, 1994	16	$1,225

Explanation of Changes Shown on Schedule C

OFFICE OF THE MAJORITY WHIP

Mandatory Pay and Related Changes:

Personnel increases are attributed to the annualization of the FY '93 COLA, the prorated funding of the FY '94 COLA an estimated locality pay increase and full funding of the fiscal year 1994 lump sum authorization.

Schedule A

HOUSE OF REPRESENTATIVES
OFFICE OF THE MINORITY WHIP
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	14	$723	12	$722	12	$817		$95
12 Personnel Benefits		$5		$5		$5		
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction		$3		$2		$2		
25 Other Services		$1						
26 Supplies and Materials		$14		$12		$12		
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	14	$746	12	$741	12	$836		$95

Schedule B

HOUSE OF REPRESENTATIVES
OFFICE OF THE MINORITY WHIP
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

					PROGRAM TYPE CHANGES							
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$95										$95
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$95										$95

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
OFFICE OF THE MINORITY WHIP

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993	12	$741
BUDGET BASE, 1993	12	$741
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		$95
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		$7
2. BUDGET YEAR PAY ADJUSTMENT		$17
3. BUDGET YEAR LOCALITY PAY		$19
4. FULL FUNDING OF AUTHORIZATION		$52
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$95
III. TOTAL APPROPRIATION REQUEST, 1994	12	$836

Explanation of Changes Shown on Schedule C

OFFICE OF THE MINORITY WHIP

Mandatory Pay and Related Changes:

Personnel increases are attributed to the annualization of the FY '93 COLA, the prorated funding of the FY '94 COLA an estimated locality pay increase and full funding of the fiscal year 1994 lump sum authorization.

Total House Leadership Offices

Schedule A

HOUSE OF REPRESENTATIVES
HOUSE LEADERSHIP OFFICES-TOTAL
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	93	$4,683	85	$5,279	85	$6,020		$741
12 Personnel Benefits		$55		$55		$55		
13 Benefits to Former Personnel								
21 Travel		$14		$7		$7		
22 Transportation of Things				$4		$4		
23 Rent, Communications, Utilities		$57		$11		$11		
24 Printing and Reproduction		$8		$25		$25		
25 Other Services		$16		$105		$105		
26 Supplies and Materials		$145		$75		$75		
31 Equipment		$1						
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	93	$4,979	85	$5,561	85	$6,302		$741

Schedule B

HOUSE OF REPRESENTATIVES
TOTAL LEADERSHIP OFFICES
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

					PROGRAM TYPE CHANGES							
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$741										$741
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$741										$741

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION TOTAL LEADERSHIP OFFICES	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993	85	$5,561
BUDGET BASE, 1993	85	$5,561
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		$741
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		$51
2. BUDGET YEAR PAY ADJUSTMENT		$139
3. BUDGET YEAR LOCALITY PAY		$137
4. FULL FUNDING OF AUTHORIZATION		$414
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$741
III. TOTAL APPROPRIATION REQUEST, 1994	85	$6,302

Schedule A

HOUSE OF REPRESENTATIVES
MEMBERS' CLERK HIRE
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	7,359	$227,345	7,833	$228,313	7,833	$256,808		$28,495
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	7,359	$227,345	7,833	$228,313	7,833	$256,808		$28,495

Schedule B

HOUSE OF REPRESENTATIVES
MEMBERS' CLERK HIRE
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	PROGRAM TYPE CHANGES											
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$28,495										$28,495
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$28,495										$28,495

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
MEMBERS' CLERK HIRE

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993	7,833	$228,313
BUDGET BASE, 1993	7,833	$228,313
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		$28,495
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		$2,112
2. BUDGET YEAR PAY ADJUSTMENT		$5,530
3. BUDGET YEAR LOCALITY PAY		$5,309
4. FULL FUNDING OF AUTHORIZATION		$15,544
5. MERITORIOUS/LONGEVITY INCREASE		
6 TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$28,495
III. TOTAL APPROPRIATION REQUEST, 1994	7,833	$256,808

Explanation of Changes Shown on Schedule C

MEMBERS' CLERK HIRE

Mandatory Pay and Related Changes:

Personnel increases are attributed to the annualization of the FY '93 COLA, the prorated funding of the FY '94 COLA, an estimated locality pay increase and full funding of the authorization.

Committee Employees

Schedule A

HOUSE OF REPRESENTATIVES
COMMITTEE EMPLOYEES
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	904	$67,028	910	$70,950	911	$77,750	1	$6,800
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	904	$67,028	910	$70,950	911	$77,750	1	$6,800

Schedule B

HOUSE OF REPRESENTATIVES
COMMITTEE EMPLOYEES
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

					PROGRAM TYPE CHANGES							
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$6,790					1	$10			1	$6,800
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$6,790					1	$10			1	$6,800

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION COMMITTEE EMPLOYEES	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993	910	$70,950
BUDGET BASE, 1993	910	$70,950
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES	1	$6,800
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		$646
2. BUDGET YEAR PAY ADJUSTMENT		$4,433
3. BUDGET YEAR LOCALITY PAY		$1,711
4. FULL FUNDING OF AUTHORIZATION	1	$10
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED	1	$6,800
III. TOTAL APPROPRIATION REQUEST, 1994	911	$77,750

Explanation of Changes Shown on Schedule C

COMMITTEE EMPLOYEES

Mandatory Pay and Related Changes:

Personnel increases are attributed to the annualization of the FY '93 COLA, the prorated funding of the FY '94 COLA an estimated locality pay increase and full funding of authorization.

Committee on the Budget (Studies)

Schedule A

HOUSE OF REPRESENTATIVES
COMMITTEE ON THE BUDGET (STUDIES)
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation								
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel		$5		$10		$14		$4
22 Transportation of Things								
23 Rent, Communications, Utilities		$5		$8		$8		
24 Printing and Reproduction		$1		$4		$4		
25 Other Services		$29		$32		$36		$4
26 Supplies and Materials		$21		$25		$28		$3
31 Equipment		$261		$310		$310		
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total		$322		$389		$400		$11

Schedule B

HOUSE OF REPRESENTATIVES
COMMITTEE ON THE BUDGET
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation												
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel								$4				$4
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services				$4								$4
26 Supplies and Materials								$3				$3
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total				$4				$7				$11

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION COMMITTEE ON THE BUDGET	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993		$389
BUDGET BASE, 1993		$389
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		
2. BUDGET YEAR PAY ADJUSTMENT		
3. BUDGET YEAR LOCALITY PAY		
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		$5
1. TRAVEL		$1
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		$4
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		$6
1. LEGISLATION		
2. WORKLOAD		$6
a. TRAVEL		$3
b. RENT, COMMUNICATIONS		
c. SUPPLIES		$3
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$11
III. TOTAL APPROPRIATION REQUEST, 1994		$400

Explanation of Changes Shown on Schedule C

COMMITTEE ON THE BUDGET

Price Level Changes:

Price increases are attributed to inflation.

Program Type Changes:

Program increases are attributed to an increase in the workload. The committee plans on holding several field hearings, thereby increasing the travel budget.

Schedule A

HOUSE OF REPRESENTATIVES
STANDING COMMITTEES, SPECIAL AND SELECT
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	1,162	$48,290	1,176	$51,388	1,212	$57,690	36	$6,302
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel		$780		$1,282		$1,529		$247
22 Transportation of Things		$19		$19		$23		$4
23 Rent, Communications, Utilities		$310		$455		$517		$62
24 Printing and Reproduction		$23		$38		$46		$8
25 Other Services		$545		$637		$1,042		$405
26 Supplies and Materials		$993		$1,091		$1,510		$419
31 Equipment		$3,010		$2,990		$3,615		$625
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	1,162	$53,970	1,176	$57,900	1,212	$65,972	36	$8,072

Schedule B

HOUSE OF REPRESENTATIVES
STANDING COMMITTEES, SPECIAL AND SELECT
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation	1	$5,123					35	$1,179			36	$6,302
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel				$150				$101				$251
22 Transportation of Things												
23 Rent, Communications and Utilities				$38				$24				$62
24 Printing and Reproduction				$8								$8
25 Other Services				$170				$235				$405
26 Supplies and Materials				$117				$302				$419
31 Equipment				$2						$623		$625
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total	1	$5,123		$485			35	$1,841		$623	36	$8,072

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION STANDING COMMITTEES, SPECIAL AND SELECT	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993	1,176	$57,900
BUDGET BASE, 1993	1,176	$57,900
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES	1	$5,123
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		$368
2. BUDGET YEAR PAY ADJUSTMENT		$955
3. BUDGET YEAR LOCALITY PAY		$1,344
4. FULL FUNDING OF AUTHORIZATION	1	$164
5. MERITORIOUS/LONGEVITY INCREASE		$2,270
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		$22
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		$485
1. TRAVEL		$150
2. RENT, COMMUNICATIONS		$38
3. PRINTING AND REPRODUCTION		$8
4. OTHER SERVICES		$5
5. SUPPLIES		$117
6. EQUIPMENT		$2
7. CONSULTANT CONTRACTS		$157
8. MISCELLANEOUS		$8
C. PROGRAM TYPE CHANGES	35	$2,464
1. LEGISLATION		
2. WORKLOAD		$1,841
a. TRAVEL		$101
b. RENT, COMMUNICATIONS		$24
c. SUPPLIES		$302
d. INVESTIGATIVE WORKLOAD	35	$574
e. OTHER SERVICES		$235
f. STAFF LEVEL CHANGES		$605
3. EQUIPMENT, MAINT, REPAIRS, ETC.		$623
a. REPLACEMENT AND UPGRADE		$623
II. NET INCREASE/DECREASE REQUESTED	36	$8,072
III. TOTAL APPROPRIATION REQUEST, 1994	1,212	$65,972

Explanation of Changes Shown on Schedule C

STANDING COMMITTEES, SPECIAL AND SELECT

Mandatory Pay and Related Changes:

Personnel increases are attributed to the annualization of the FY '93 COLA, the prorated funding of the FY '94 COLA, an estimated locality pay increase, full funding of authorization, mertitorious and longevity increases, temporary positions, and overtime pay.

Price Level Changes:

Price level increases are attributed to inflation.

Program Type Changes:

Program increases are attributed to an increase in the Investigative Committee workload and the purchase and maintenance of equipment.

HOUSE INFORMATION SYSTEMS

FISCAL YEAR 1994 BUDGET

BUDGET SUMMARY.

The H.I.S. budget for Fiscal Year 1994 (FY 94) proposes a level of operations of $22,906,000 which is slightly above by 0.1% ($21,000) the authorized FY 93 budget ceiling of $22,885,000.

To fund the **FY 94 estimate of $22,906,000**, fifty-eight percent (58%) or **$13,260,00 would be derived from reimbursements** and forty-two percent (42%) or **$9,646,000 from appropriation**. As no carryover of unobligated funds from FY 93 to FY 94 will be available, most of the burden of the funding for FY 94 impacts the appropriated source, as shown in the following chart:

Dollars in 000s

	FY 1994 Estimate	**FY 1993 Authorized**	**FY 1994 over+/under- FY 1993**	
Operating Budget	$22,906	$22,885	+ 21	
LESS Reimbursements	13,260	12,750	+ 510	
Carryover etc.	0	1,996	- 1,996	
Total revenues	$13,260	$14,746	-$1,486	
Difference	$9,646	$8,139	+$1,507	
Thus Direct Appropriation	$9,646	$8,139	+$1,507	18.5%

The increase of $1,507,000 needs to be placed in the perspective of the $2 million decrease from the amount requested last year for FY 93 appropriations i.e. $10,135,000 which was cut to $8,139,000. The cut, however, was off-set by the carryover of $1,371,000 unobligated reimbursements. Thus the FY 94 request represents neither a sudden nor unusual jump in funding but rather the maintenance of the FY 93 authorized level of operations. It may seem large because no compensating carryover is available.

BREAKOUT BY OBJECT CLASS

Budgets Of FY 93 (Requested & Revised) And FY 94

The following chart compares the original FY 93 request ($22,885,000), the revised FY 93 budget that corresponds to the estimated funds available ($22,260,000), and the FY 94 request ($22,906,000). **The proposed FY 94 level of operations shows an increase of 2.9% ($646,000) over the FY 93 revised level.**

FISCAL YEAR 1994 BUDGET REQUEST

Dollars in 000s

	FY '93 Original Req.	FY '93 Revised	FY '94 Request	FY '94 Over(+) Under(-) FY '93 Rev
Salaries	$12,855	$12,855	$14,121	$1,266 +9.8%
Staff Support	$390	$300	$280	-$20 -6.7%
Training	225	150	140	
Travel	75	60	65	
Telephone	55	55	40	
Publications	35	35	35	
Rental & Maintenance	$5,210	$4,710	$5,025	+$315 +6.7%
Equipment	4,030	3,550	3,715	
Software	1,180	1,160	1,310	
Purchase	$3,295	$3,075	$2,235	-$840 -27.3%
Equipment	1,660	1,480	1,340	
Software	1,185	1,140	475	
Supplies	450	455	420	
External services	$1,135	$1,320	$1,245	-$75 -5.7%
TOTAL	$22,885	$22,260	$22,906	+$646 +2.9%

EXPLANATION OF CHANGES

Salaries The FY 94 total is $14,121,000, an increase of

$1,266,000 (9.8%) over that of FY 93. The increase covers mandatory changes (annualization of 1993 pay raises, 1994 Employment Cost Index adjustment ("COLA"), 1994 Locality Pay adjustment, 1994 meritorious and longevity pay adjustments) and allowance for five additional staff.

The allocation of new staff based on workload is as follows:

Support Areas	No.of Positions
Data Communications	1
Committees and Support Offices	1
Integrated Systems & Information Services	1
Member Offices	2
Total	5

Staff Support Staff support includes training, travel telephone, and technical publications. The small reductions will be achieved by a general consolidation of staff support.

Rental & Maintenance The increase in equipment rental and maintenance costs ($165,000, 4.6%) is a result of both inflation and new maintenance fees for equipment acquired in 1993. The software increase ($150,000, 12.9%), in addition to inflation, is for license fees for existing software which will be automatically increased by vendors when the upgrade to a higher group classification of mainframe occurs.

Purchase H.I.S. has budgeted less for equipment and software purchases than in FY 93, a reduction of $840,000 (-27.3%). In FY 94, $875,000 in equipment purchase will be for the continued expansion of the House communications network facility, and $126,000 will be for further development of the E-Mail system. The amount of $75,000 is needed for microcomputer and file server upgrades in the customer training facility, for evaluation of office systems software, and for improvements in the User

Assistance Office (Hotline) troubleshooting and problem tracking systems. In continuation of their development, $80,000 will be spent in the Integrated Systems and Information Services (ISIS) and client/server technology areas, and for ongoing support of MicroMIN systems. The remainder of the equipment budget covers the buy-out of some of the currently installed mainframe disk storage devices which have approached the end of their lease-to-purchase terms, the expansion of the print facility, the addition of mainframe communication hardware, and the acquisition of office equipment for H.I.S. internal use.

Software purchases include $90,000 in mainframe software additions for the E-Mail system, $95,000 for National Change of Address (NCOA) database license renewal and related software, and $70,000 for a report distribution system for the Computer Center print facility. $70,000 is budgeted for Member Customer Support software, $80,000 for client/server, ISIS, MicroMIN, and committee systems support software upgrades, $45,000 for Clerk systems software, and $25,000 for communications.

There is a decrease of $35,000 (7.7%) in the amount budgeted for supplies mainly because of a larger inventory than forecast in computer paper at the Computer Center.

External Services Most of the $75,000 (-5.7%) reduction in FY 94 costs reflect the cancellation of non-recurring tasks. In FY 93, the start-up of the 103rd Congress required outsourcing of equipment installation for office moves, for Members' staff training, and technical support for the new Members. Other FY 93 expenses that will not recur in FY 94 are for CD-Rom and Computer Originated Microfiche (COM) outsourcing.

Outside information sources, such as the online Newswire pipelines, Congressional Quarterly, Economic databases, Census, etcetera will cost approximately the same ($610,000) as in FY 93. H.I.S. pays for the Appropriations Committee's outside service bureau computer processing, which is estimated at $240,000, the same level as in prior years. Expenses for the disaster recovery hot site backup service for the Computer Center mainframe processor, communications, and data storage will cost $100,000. The remainder of the FY 94 External Services expenditure will be for communications services such as public or packet data networks (PDN), and district office communications.

FUNDING DURING PRIOR FIVE YEARS

To place the FY 94 request in perspective, the funding history for the previous five years, FY 89 to FY 93, is set out in the chart below.

H.I.S. Funding History
Dollars in 000s

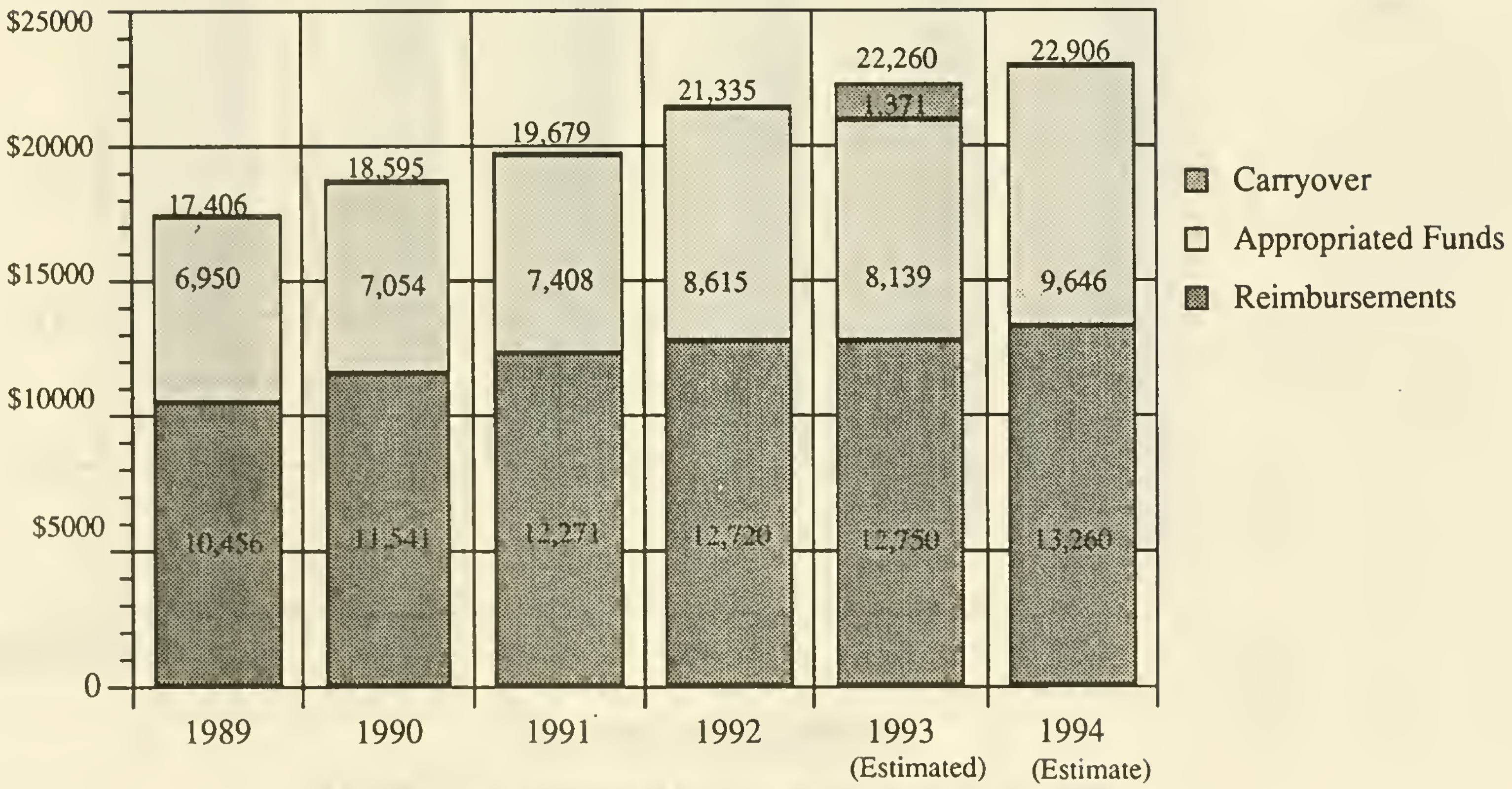
	Appropriation	**Reimbursements**	**Funds Available**	**Obligations**	**Unoblig Balance**
1989	$6,950	$10,456	$17,406	$17,329	$0,077
1990	7,054	11,541	18,595	18,564	0,031
1991	7,408	12,271	19,679	19,582	0,097
1992	8,615	12,720	21,335	19,964	1,371
1993 (Revised)	8,139	14,121*	22,260	(22,260)	
1994 (Est.)	9,646	13,260	22,906	(22,906)	

* Includes $1,371 carryover available from FY 92

On page 6 the above figures are graphed. They show a steady, contained growth. The FY 93 appropriation and reimbursement numbers reflect the reduction in funds derived from the appropriation source because unobligated FY 92 reimbursements were available and permission to obligate them was obtained. The total funds available are inside the growth pattern which can also be seen in the graph on page 7.

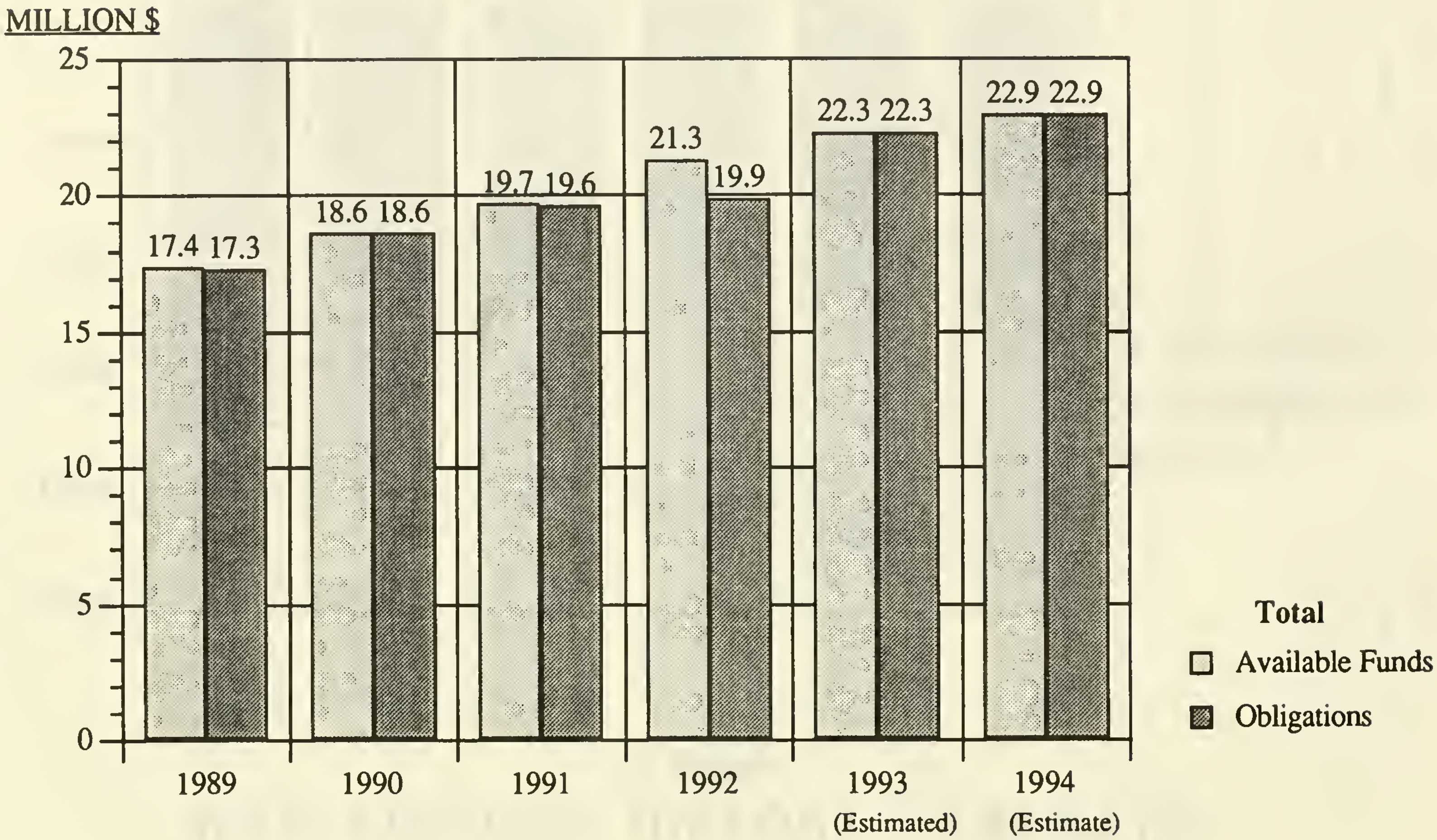
NOTE: Capital Expenditures. The H.I.S. budgets underwrite infrastructure improvements in data communications. These include terminating equipment for frame relay service for district offices, equipment and software to operate the House-

H.I.S. FUNDING HISTORY FY 89-FY 94
($,000)



H.I.S. FUNDING FY 89-FY 94

(Dollars in Millions)



wide fiber-optic networks, and other communication facilities that are shared by the entire House community. H.I.S.'s investment proposed for FY '94 compared with its expenditures during the three prior years is shown in the following chart.

	Dollars in 000s			
	FY '91 Actual	**FY '92 Actual**	**FY '93 Estim.**	**FY '94 Proposed**
House Ethernet Equip.	$266	$126	$155	$100
ASN Network Equip.	125	53	50	15
SNA Network Equip.	6	6	0	0
Wide Area Network	373	202	110	25
Frame Relay	0	0	170	200
FDDI Network	68	222	280	475
Network Supplies	70	32	33	35
Committee Equip.	0	68	45	25
Internet Relay	0	20	0	0
Infotap wiring hubs	0	70	30	0
Total	**$908**	**$799**	**$873**	**$875**

Although the record shows that under H.I.S.'s responsibility for management of development and acquisition, cost containment and technical reliability have been achieved, the funds do not necessarily belong in, or need to be charged against, the H.I.S. operating budget.

FUNDING DERIVED FROM REIMBURSEMENTS

	Forecast in $000		
Customers:	**FY '94**	**FY '93**	**Change**
Clerk of the House	$6,400	$6,600	-$200
GAO	5,000	4,000	+1,000
CBO	1,200	1,400	-200
Prospective Pmt. Assm. Commission	510	510	--
Other Customers*	150	240	-90
Total	**$13,260**	**$12,750**	**+510**

* Other customers are the Doorkeeper, Legislative Counsel, Law Revision Counsel, Sergeant at Arms, Postmaster, Members, and Parliamentary Institutions in E.Europe.

A $200,000 reduction in reimbursement from the Clerk of the House reflects scheduled completion of software development in FY 93; expected new business from the General Accounting Office is forecast, somewhat ambitiously, at $1,000,000; CBO has gradually decreased its mainframe usage over the past few years, and a $200,000 reduction is forecast in FY 94; H.I.S.'s participation in the Speaker's Special Task Force on the Development of Parliamentary Institutions in Eastern Europe will begin to taper off in FY 94, accounting for most of the reduction of revenue from other customers.

BENEFITS FROM RECENT INVESTMENT

During FY 94, Members and committees will be realizing the benefits of four H.I.S. initiatives, undertaken in response to Member requests or identified needs, which anticipated the strategic and financial implications of technology commercially available. The four initiatives are:

1. A House data communication networking and wiring plan based on fiber-optics to provide high speed connectivity for House offices.
2. A wide area network to integrate the operations of Members' Washington and district offices.
3. Distributed processing that enables office systems to share the power of large central systems.
4. Electronic Mail (E-Mail).

These initiatives are already saving time and money and offer new capabilities to House offices. The FY 94 request provides for further implementation of these initiatives as well as continuance of baseline services and accommodation of expected workload growth.

The following examples illustrate some of the synergistic benefits now being achieved:

- Member offices can now interconnect personal computer (PC) local area networks (LANs) in Washington and in district offices using a new long distance data communication technology called *Frame Relay*, which provides reliable and economical data transmission at high speed. This service enables use of a single central office database which can be accessed from any location thus allowing Members the flexibility to move more of the workload from Washington to their district offices.
- Members can have constituent address databases purified through the National Change Of Address (NCOA) process by H.I.S., using the fiber-optic network. Not only do Members achieve savings in mailing costs, they avoid long and potentially costly delays because the network allows the work to be completed and the database available again for use in a matter of hours.
- Members moving to new offices for the 103rd Congress gain access to operational data processing systems more quickly and with less cost than in the past because of a new standard wiring facility that enables computers and workstations to be plugged into wall jacks without the expensive recabling previously required.
- Access to information once requiring separate transactions with multiple systems has been integrated and simplified through the Integrated Systems and Information Services (ISIS). ISIS interconnects Member and committee desktop workstations to midrange super-microcomputers and H.I.S.'s large central processors via the communication network to combine the best features of all three computer platforms. For example, bill status, floor votes, committee hearings, and similar information now can be retrieved through a single integrated query. The information can easily be placed in a word processing document, graphed, or transmitted by E-Mail or facsimile through a few simple keystrokes or "mouse clicks".

- A new House-wide Electronic Mail system, scheduled for House-wide release in the first calendar quarter of 1993, is well received by all who are participating in the pilot operations phase. Committees and Members with disparate E-Mail systems are now exchanging messages and documents electronically. Through the Internet and X.400 gateways H.I.S. has established, pilot offices have successfully communicated electronically with Executive Branch agencies, universities, and NATO. As the Senate and additional Executive Branch organizations acquire the capability, this mode of communication will contribute to the efficiency of House operations.

THE CHANGING ROLE OF H.I.S.

While the infrastructure improvements cited above were being achieved in 1992, Member and committee demand continued to grow across the spectrum of baseline systems, services, and products H.I.S. provides. Unfortunately, H.I.S. has not been entirely successful in meeting all the demands for support placed upon it.

H.I.S. continues to undergo a metamorphosis from a "traditional mainframe" organization to a systems integrator, using the latest PC and LAN technology, driven by customer service. Although demand for mainframe services has grown steadily, the growth in demand for H.I.S.-developed PC and network products and facilities has been exponential. As Members and committees continue to automate, more support is demanded of H.I.S. staff. (With the completion of the standard wiring facility, H.I.S. has assumed the burden of all in-office cabling.) Full participation of district staff in Member office operations will compound H.I.S. support obligations.

H.I.S.'s approach to developing new systems reflects the transformation; Member and committee staff are enlisted as partners early in development and testing, thereby providing

H.I.S. technical staff with direction and correction as needed. Fourteen Member and five committee offices are participating in the ISIS system development; twelve Member offices, eleven committee offices,the Office Systems Management Office and the Congressional Budget Office are participating in E-Mail development, and two Members are participating in communication network development.

The full realization of the FY 94 initiatives will result in a greater use of technology in addressing the workload of House offices. The price will be a growth in demand for H.I.S. staff support that exceeds H.I.S.'s current capabilities. To prepare for this, several steps are being taken.

- Some support functions, such as equipment installation and repair, now handled by H.I.S. staff will be outsourced.
- More procedures will be automated.
- A re-ordering of H.I.S. priorities and organizational structure is expected to result in freeing more staff for customer support.

Though these actions are expected to improve support capabilities, the yield will not be sufficient to meet the demand expected, and five additional staff positions will be needed as identified on page 3 above.

PROJECTIONS AND OBJECTIVES FOR FY 94

The FY 94 budget request provides the minimum resources necessary (1) to support anticipated growth in demand for baseline services, and (2) to continue the initiatives in process.

Baseline operations and growth in workload H.I.S. services offered for the 103rd Congress have been augmented to include National Change of Address processing for all Members, and implementation of the House-wide E-Mail system to include the Executive, university and non-profit communities, as well as other government and commercial entities. Baseline activity now includes a CD-ROM mastering capability for committee and support offices. (A U.S. Code CD-ROM has been mastered for the Law Revision Counsel and published by the Government Printing Office.) In addition, H.I.S. expects demand for existing information and technical services to accelerate as most new Members have expressed a deep interest in information technology.

During the 103rd Congress, subscription to H.I.S.'s MicroMIN office automation system is expected to grow from 115 to 135 Member offices. Two planned improvements for MicroMIN are to utilize the frame relay networking capability, and to use the WINDOWS user interface standard. H.I.S. will continue to update MicroMIN and improve its capabilities in response to Member requests.

Improvements are scheduled for several systems that support House administrative operations. They include conversion to the new Financial Management system and completion of the new Office System Management system. The use of image-based records management technology for the Finance Office and Office of Records and Registration will be expanded. H.I.S. will support a pilot test of EDI (Electronic Data Interchange) for the Office of Telecommunications (OT). EDI provides for direct computer-to-computer handling of transactions between business partners, such as OT and its telephone service vendors, thereby eliminating much of the clerical work involved. If successful, EDI could also offer potential savings for internal House transactions.

During the 103rd Congress, H.I.S. plans a controlled release of the new ISIS product. The essence of ISIS design is the full integration of personal computer capabilities with large shared databases which are maintained centrally and accessed via high speed data communication networks. Balancing and tuning of the technical components will be required to assure a smooth transition. Of equal importance is keeping the ISIS customer base within H.I.S.'s capacity to provide staff support.

H.I.S. plans to continue support to other Legislative Branch Organizations with a view to achieving overall economies of scale and sharing of systems and databases where possible.

Implementation Of Initiatives In Process Improvements in data communications are creating new possibilities for distributing and managing workload in Members' Washington and district offices. The improvements are providing the foundation for new services such as ISIS, E-Mail, and NCOA. By the end of FY 94, H.I.S. expects to have extended frame relay service to eighty to ninety district offices, i.e. the number that is expected to have implemented district LANs. H.I.S. will also have converted all existing private data lines to district offices from analog to digital technology to improve their reliability and throughput. With the availability of both private line and frame relay service, as well as the TYMNET packet-switched network, Members will have a choice of economically sound and reliable district communication options that best suit their traffic volumes.

By selectively upgrading segments of the House fiber-optic data communication network from Ethernet to the newer and faster FDDI (Fiber Distributed Data Interface) technology, a tenfold capacity increase will be realized that will enable H.I.S. to accommodate the growing demand for high-speed data communications from Member and committee offices. In FY 94, ISIS will begin to supplant the Member Information Network as the information system of choice for House offices. ISIS will provide expanded databases for legislation, votes, newswire service (including a newswire monitor), and federal funding which can be integrated with desktop word processing, graphic, facsimile, and E-Mail capabilities. ISIS is designed for easy incorporation into existing office systems thus reducing staff training and improving convenience and efficiency.

The new House E-Mail system, which connects all House office E-Mail systems with each other and with the Internet and X.400

long distance networks, will be implemented in the first calendar quarter of 1993. In FY 94, its capabilities will be rounded out to include document translation (the sender's word processor format is automatically converted to that of the receiver) and outbound facsimile (allows PCs and MACs to send), and inbound facsimile (allows PCs and MACs to receive). H.I.S. will investigate incorporating inbound facsimile which allows PCs and MACs to receive facsimile, and the use of the SGML standard in electronically transporting documents between committees and GPO as future cost-saving enhancements to E-Mail.

GROWTH IN STAFF EXPENDITURES

As House offices increase their use of information technology, their demand on H.I.S. for training, service and other forms of staff support will also increase. The demand for support together with continued reductions in the relative cost of hardware and software, explains why the staff portion of the H.I.S. budget has grown and can be expected to grow in the foreseeable future. Without the availability of adequate staff support, H.I.S. would have to delay or even cancel the new services about to be released and adjust the distribution of its existing services to fit the reduced support capability.

In **Appendix A** (page 16), examples of the kinds of routine support tasks performed in a typical month are identified. They occur each month and represent the services that users demand that H.I.S. carry out promptly.

Appendix B (page 18) contains a summary of the improvements and additions to H.I.S. services that took place during Fiscal Year 1992. FY 92 was an extremely busy year because an ambitious development agenda was met despite the unusually heavy support burden described in Appendix A.

APPENDIX A

HOUSE INFORMATION SYSTEMS

SUMMARY OF STAFF SUPPORT ACTIVITY

H.I.S. provides a myriad of information technology, data communications and computer services to the House. The following reflects routine support activity during **A TYPICAL MONTH** in calendar year 1992.

In the category of **Direct Member and Committee Support Services**:

- H.I.S. installs 48 hardware and software items, assists 113 Desktop Publishing, 163 Official Expenses, and 780 other PC-based application users, conducts 363 consultations and demonstrations, satisfies 349 field service requests, prints 900,000 constituent labels, processes 13 Member office databases through the National Change of Address software, responds to 3,500 hotline calls, and trains 212 staff.
- H.I.S. supports 438 Member Information Network (MIN) offices (736 registered offices and 10,285 users) accessing 80 databases, performs 42 research inquiries, processes 1,388 MIN system access requests, processes 2,650,273 MIN transactions, and supports 17 ISIS and 21 E-Mail test offices.
- H.I.S. enhances and supports the PC-based MicroMIN Correspondence Management System installed in 115 Member, 66 district, 21 committee, and three support offices.

In support of **Central Computing Services**:

- H.I.S. maintains 99.98% online systems availability, with a two-second MIN response time 98.34% of the time and a three-second response time for other applications 97.18% of the time.
- H.I.S. processes 45,121 jobs; prints 1,501,108 pages; produces 106,366 microfiche frames; processes 9,734,119

total transactions; and provides 355.72 billions of characters of disk storage.

In the area of **Communications Services**:

- H.I.S. supports network connections as follows: 652 ASN (through 109 terminal servers), 2,382 SNA, 73 leased line, 194 dial-in, 800 House Cable, 2,004 House Internet, 157 House Wide Area (to districts), 192 TYMNET, 10 FDDI, and 8 private Ethernets.

To ensure availability of **Information Databases**:

- H.I.S. updates and supports access to 131,627 Bills and Resolutions; 979,695 Pre/Post Awarded Grants; 537,066 Pre/Post Awarded Contracts; 89,724 U.S. Code, Statutes & Acts; 2,030 Rules, Procedure and Precedents; 404,679 Congressional Record records; 95,952 Text of Legislation items; 329,175 Regulations; and 861 Committee Hearings.
- H.I.S. maintains 130 public and private databases for House users.

For **Officers of the House**:

- H.I.S. processes 928 House legislative transactions, 2,753 Library of Congress transactions, and 511,597 total transactions; produces 3,519 employee checks, 10,049 employee electronic fund transfers, 16,642 vouchers, 8,460 voucher checks; and prints 476,447 pages.
- H.I.S. supports over 30 special purpose custom systems (e.g., the Office of Telephone Services' Telephone Accounting System, and the OLC Publication System.)

H.I.S. responded to over 784 requests from House offices for special services as well as handling the above workload during 1992.

APPENDIX B

HOUSE INFORMATION SYSTEMS

FISCAL YEAR 1992 ENHANCEMENTS

HIGHLIGHTS

Improved Member mailing operations to promote efficiency and reduce overall House mailing costs were provided. A House Wide Area Data Communications Network was implemented to streamline Washington to district communications. House-wide Electronic Mail and imaging/CD-ROM applications were initiated. Eight new information services were added.

DIRECT SERVICES TO MEMBERS AND COMMITTEES

MEMBERS. H.I.S. processed 90 Member mailing lists during initial NCOA operations and announced the service to the House. The ability to produce map displays of certain MIN information was developed and is being tested for House-wide release. Twenty-five district staff were trained in MicroMIN and seven new applications were released.

Consultants performed studies and analyses for 175 Member offices. The User Assistance Office satisfied over 75,000 hotline calls and extended service coverage to 10:00 p.m. for district troubleshooting. Four new training classes were added bringing total course offerings to thirty. Over 2,857 staff were trained. A videotape library of standard training courseware was established. Thirteen new Macintosh Accounting, 18 Macintosh Official Expenses, and 158 Lotus-based Accounting Systems were installed. Over 70 computer-related products were evaluated as candidates for the House Approved List. A Member Office Survey was conducted to assess automation, information, and computer needs. Results will form the basis for One-Hundred Third Congress plans.

COMMITTEES. H.I.S. provided technical support for calendar production to 17 committees. Several committees were assisted in upgrading to Local Area Networks (LANs), converting existing MicroVaxes to file servers. Overall, demand for PC support from committees grew 21%. Accounting, Personnel, and Inventory systems for eighteen committees were either installed or upgraded.

ELECTRONIC MAIL

H.I.S. implemented an electronic mail capability that interconnects all House E-Mail systems and features an electronic interface allowing mail exchange with external users via the Internet and commercial X.400 networks. Test sites comprise eleven committees, twelve Members, the Congressional Budget Office. Messages are being exchanged with the General Services Administration, the Office Systems Management, and the Executive Office of the President.

INTEGRATED SYSTEMS AND INFORMATION SERVICES (ISIS)

ISIS is a distributed computing environment that fulfills an organization-wide strategy for providing future information services. The ISIS pilot, now underway in fourteen Member and five committee offices, uses three main clients: the terminal-based client (including the DEC/VAX committees), the Macintosh client, and the MicroMIN client. ISIS applications included Votes, Grants, Newswire, File Cabinet, E-Mail, and Legislative Process.

COMMUNICATIONS SERVICES

Over 100 Washington offices are connected to district offices via the House Wide Area Data Communications Network (WAN). Two Member offices tested LAN (PC and Macintosh) to WAN Frame Relay communications. A universal wiring design was implemented in the Cannon, Longworth, and Rayburn House Office Buildings. As a result, significant cost avoidance will be realized on future office moves. H.I.S. provided technical leadership in design of the high-speed Capitol Hill network (CapNet). Capacity upgrades have been made to the House Internet which consists of over 150 PC networks, 35 Macintosh networks, 12 DEC VAX computers, and eight UNIX computers.

SERVICES TO HOUSE OFFICERS AND SUPPORT OFFICES

OFFICE OF THE POSTMASTER. H.I.S. implemented the Mail Accounting System, and the Address Correction and Postage Due applications, and developed new Label and Personnel systems.

OFFICE OF THE DOORKEEPER. H.I.S. installed a Personnel system, and LANs for the Pages, the Press Gallery, and the Publications Distribution Service, which uses advanced mail addressing software to reduce costs.

OFFICE OF THE CLERK. The Office of Telecommunications system was enhanced. Modernization of the Financial Management System continued. A Macintosh LAN was installed to run a Budget Information System. Assistance was provided for the Finance Office to become the House Restaurant disbursing office. H.I.S redesigned and began programming the new Office Systems Management (OSM) system. A new Financial Disclosure System using optical disk, and a Campaign Financing System using the Filenet imaging system were implemented. House Recording Studio programs were rewritten. H.I.S. assisted Office Supply Services with modernizing their point-of-sales operations.

SERGEANT AT ARMS. H.I.S. developed an Electronic Fund Transfer capability for the Member Payroll System, and led the Request For Proposals (RFP) task force to identify a new Identification Badging and Access Control system.

HOUSE RESTAURANT. PC-based catering and menu systems were developed. A new mini-computer system using point-of-sale cash registers were installed, system software was converted for House Restaurant operations, and three databases were designed.

BASIC LEGISLATIVE AND ADMINISTRATIVE FUNCTIONS OF THE HOUSE

LEGISLATIVE SUPPORT. Automated publication of House Legislative Calendars began, and the Calendar Index and Floor Action Reporting were enhanced. The Legislative Activity Guide was produced for Members. In the Legislative Information Management System, the Bill Briefs subsystem was rewritten, and development started on the new Daily Digest system.

ADMINISTRATIVE SUPPORT. Development included an Official Expenses subsystem for budget control and tracking, a new capability for hand-held bar coding in Office Furnishings, and OSM modifications resulting from the District Office Purchasing Account policy.

PUBLICATIONS. H.I.S. completed the electronic transfer of House Calendar data to the Government Printing Office (GPO). The House Publications Network design was upgraded. Evaluation of the Standard Generalized Markup Language (SGML) began as a means to reduce costs.

IMAGING, CD-ROM, AND OPTICAL DISK

H.I.S. converted the U.S. Code to CD-ROM for the Law Revision Counsel. The hard-bound edition of the U.S. Code is over 30 volumes and costs approximately $1,500; the CD-ROM version sells for $30. The H.I.S. CD-NET operating over the House Ethernet backbone provides House LAN access to these and other CD-ROMs.

CENTRAL COMPUTING FACILITIES

H.I.S. maintained 99.98% online system availability for over 8,000 registered users. The IBM 3090/400J mainframe processor was replaced with the IBM ES9000/620, resulting in substantial cost savings. Automated mainframe operations included implementing a Robotic Tape Subsystem which provides automatic tape handling for over 6,000 cartridge tapes, voice console support to assist with operator intervention, and automatic pager notification system.

SUPPORT TO OTHER ORGANIZATIONS

H.I.S. provided timesharing, computer, data communications, and training services to the General Accounting Office, the Congressional Budget Office, the Office of Technology Assessment, and the Prospective Payments Commission on a cost reimbursement basis, defraying H.I.S. baseline expenses.

H.I.S. provided technical consulting services to the legislatures of Hungary, Czechoslovakia, Poland, Bulgaria, Estonia, Latvia, and Lithuania as part of the Speaker's Special Task Force on the Development of Parliamentary Institutions in Eastern Europe. H.I.S. assisted these legislatures with implementing communications and office automation technology. Seven RFPs were issued, and eleven contracts totaling over $3.3 million were awarded.

Schedule A

HOUSE OF REPRESENTATIVES
HOUSE INFORMATION SYSTEMS
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	249	$11,792	254	$12,855	259	$14,121	5	$1,266
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel		$59		$75		$65		-$10
22 Transportation of Things								
23 Rent, Communications, Utilities		$2,995		$4,085		$3,755		-$330
24 Printing and Reproduction								
25 Other Services		$2,851		$3,725		$3,170		-$555
26 Supplies and Materials		$478		$485		$455		-$30
31 Equipment		$1,789		$1,660		$1,340		-$320
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Sub-total, funds required		$19,964		$22,885		$22,906		$21
Less Reimbursements		-$11,349		-$14,746		-$13,260		$1,486
Total	249	$8,615	254	$8,139	259	$9,646	5	$1,507

Schedule B

HOUSE OF REPRESENTATIVES
HOUSE INFORMATION SYSTEMS
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	PROGRAM TYPE CHANGES											
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$1,056					5	$210			5	$1,266
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel								-$10				-$10
22 Transportation of Things												
23 Rent, Communications and Utilities				-$315				-$15				-$330
24 Printing and Reproduction												
25 Other Services				$165				-$720				-$555
26 Supplies and Materials								-$30				-$30
31 Equipment										-$320		-$320
32 Land and Structures												
42 Insurance Claims and Indemnities												
Reimbursement Decline												$1,486
Total		$1,056		-$150			5	-$565		-$320	5	$1,507

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION HOUSE INFORMATION SYSTEMS (STUDIES AND INVESTIGATIONS)	CALCULATION OF BASE STAFF	CALCULATION OF BASE AMOUNT ($000)
APPROPRIATION, 1993	254	$8,139
BUDGET BASE, 1993	254	$8,139
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		$1,056
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		$119
2. BUDGET YEAR PAY ADJUSTMENT		$323
3. BUDGET YEAR LOCALITY PAY		$311
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		$275
6. TEMPORARY POSITIONS		$28
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		($150)
1. TRAVEL		
2. RENT, COMMUNICATIONS		($315)
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		$165
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES	5	($885)
1. LEGISLATION		
2. WORKLOAD		($565)
a. TRAVEL		($10)
b. RENT, COMMUNICATIONS		($15)
c. SUPPLIES		($30)
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		($720)
f. STAFF LEVEL CHANGES	5	$210
3. EQUIPMENT, MAINT, REPAIRS, ETC.		($320)
a. REPLACEMENT AND UPGRADE		($320)
Reimbursement decline		$1,486
II. NET INCREASE/DECREASE REQUESTED	5	$1,507
III. TOTAL APPROPRIATION REQUEST, 1994	259	$9,646

Explanation of Changes Shown on Schedule C

HOUSE INFORMATION SYSTEMS

Mandatory Pay and Related Changes:

Increases are for the annualization of the 1993 Comparability Pay Adjustment (COLA), $119,000; the 1994 COLA, January through September, $323,000; the 1994 locality pay adjustment, $311,000; meritorious and longevity increases, $275,000; and for expected summer interns in 1994, $28,000.

Price Level Changes:

The equipment Rental and Maintenance account is expected to show an 8.5% reduction in prices (-$315,000), the result of renegotiation of annual rental fees with major equipment vendors and the completion of some equipment lease-to-purchase agreements. The $165,000 increase is based on a 3.1% estimated inflation in prices of leased software and outside services, along with software price increases automatically triggered by H.I.S.'s planned upgrade to a higher classification of mainframe computers.

Program Type Changes:

The small reductions in Travel (-$10,000), Rent/Communications (-$15,000), and Supplies (-$30,000) will be achieved by a general consolidation of staff support. Less is budgeted in FY 1994 than the previous year for software purchases (-$720,000) and equipment purchases (-$320,000). H.I.S. anticipates five additional staff positions in FY 1994, at a cost of $210,000, to support expanded workload in data communications, Committees and support offices, customer support, and information services.

H.I.S.'s reimbursement forecast for FY 1994, in the amount of $13,260,000, shows a decline of $1,486,000 below the FY 1993 revenue account. The reason for the decline is that the amount of FY 1993 account was inflated by a carryover of funds that represented the unobligated balance from the prior fiscal year, along with an adjustment to maintain the authorized FY 1993 budget ceiling. No significant carryover from FY 1993 funding to be available in FY 1994 is anticipated.

Official Expenses of Members

Schedule A

HOUSE OF REPRESENTATIVES
ALLOWANCES AND EXPENSES-OFFICIAL EXPENSES OF MEMBERS
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation								
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel		$10,427		$10,281		$11,514		$1,233
22 Transportation of Things								
23 Rent, Communications, Utilities		$28,036		$27,962		$30,903		$2,941
24 Printing and Reproduction		$9,259		$9,116		$10,224		$1,108
25 Other Services		$6,804		$6,757		$7,571		$814
26 Supplies and Materials		$6,911		$6,899		$7,631		$732
31 Equipment		$18,020		$17,530		$19,954		$2,424
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total		$79,457		$78,545		$87,797		$9,252

Schedule B

HOUSE OF REPRESENTATIVES
ALLOWANCES AND EXPENSES-OFFICIAL EXPENSES OF MEMBERS
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	PROGRAM TYPE CHANGES											
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation												
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel				$1,233								$1,233
22 Transportation of Things												
23 Rent, Communications and Utilities				$2,941								$2,941
24 Printing and Reproduction				$1,108								$1,108
25 Other Services				$814								$814
26 Supplies and Materials				$732								$732
31 Equipment				$2,424								$2,424
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total				$9,252								$9,252

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
ALLOWANCES AND EXPENSES-OFFICIAL EXPENSES OF MEMBERS

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993		$78,545
BUDGET BASE, 1993		$78,545
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		
2. BUDGET YEAR PAY ADJUSTMENT		
3. BUDGET YEAR LOCALITY PAY		
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		$9,252
1. TRAVEL		$1,233
2. RENT, COMMUNICATIONS		$2,941
3. PRINTING AND REPRODUCTION		$1,108
4. OTHER SERVICES		$814
5. SUPPLIES		$732
6. EQUIPMENT		$2,424
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$9,252
III. TOTAL APPROPRIATION REQUEST, 1994		$87,797

Explanation of Changes Shown on Schedule C

ALLOWANCES AND EXPENSES-OFFICIAL EXPENSES OF MEMBERS

Price Level Changes:

Increase is due to rising costs in goods and services.

Supplies, Materials, Administrative Costs and Federal Tort Claims

Schedule A

HOUSE OF REPRESENTATIVES
ALLOWANCES AND EXPENSES- SUPPLIES, MATERIALS, ADMINISTRATIVE COSTS AND FEDERAL TORT CLAIMS
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation								
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel		$98		$90		$214		$124
22 Transportation of Things		$2		$40		$42		$2
23 Rent, Communications, Utilities		$12,579		$11,181		$10,451		-$730
24 Printing and Reproduction		$231		$717		$779		$62
25 Other Services		$1,230		$1,708		$2,487		$779
26 Supplies and Materials		$1,633		$1,458		$1,659		$201
31 Equipment		$3,543		$3,913		$6,544		$2,631
32 Land and Structures								
42 Insurance Claims/ Indemnities		$9		$9		$9		
Total		$19,325		$19,116		$22,185		$3,069

Schedule B

HOUSE OF REPRESENTATIVES
ALLOWANCES AND EXPENSES- SUPPLIES, MATERIALS, ADMINISTRATIVE COSTS AND FEDERAL TORT CLAIMS
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

					PROGRAM TYPE CHANGES							
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation												
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel						-$18		$126				$108
22 Transportation of Things												
23 Rent, Communications and Utilities				$30		-$10		-$511				-$491
24 Printing and Reproduction				$62		-$2						$60
25 Other Services				$108		-$10		$551				$649
26 Supplies and Materials				$160		-$75		$41				$126
31 Equipment						-$20				$2,637		$2,617
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total				$360		-$135		$207		$2,637		$3,069

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
LOWANCES AND EXPENSES-SUPPLIES, MATERIALS, ADMIN COSTS AND FED TORT CLAI

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993		$19,116
BUDGET BASE, 1993		$19,116
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		
2. BUDGET YEAR PAY ADJUSTMENT		
3. BUDGET YEAR LOCALITY PAY		
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		$360
1. TRAVEL		
2. RENT, COMMUNICATIONS		$30
3. PRINTING AND REPRODUCTION		$62
4. OTHER SERVICES		$108
5. SUPPLIES		$160
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		$2,709
1. LEGISLATION		($135)
2. WORKLOAD		$207
a. TRAVEL		$126
b. RENT, COMMUNICATIONS		($511)
c. SUPPLIES		$41
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		$551
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		$2,637
a. REPLACEMENT AND UPGRADE		$2,637
II. NET INCREASE/DECREASE REQUESTED		$3,069
III. TOTAL APPROPRIATION REQUEST, 1994		$22,185

Explanation of Changes Shown on Schedule C

ALLOWANCES AND EXPENSES-SUPPLIES, MATERIALS, ADMINISTRATIVE COSTS AND FEDERAL TORT CLAIMS

Price Level Changes:

The increases in this area are based on a 3.1% inflation factor over 1993 estimated expenses.

Program Type Changes:

The reduction in the "Rent, Communication and Utilities" account is attributable to the creation of the Net Expenses for Telecommunications Account.

The Office of Finance is requesting $700,000 to upgrade their current imaging equipment and software.

There is also $100,000 requested for the Office of Photography under the Doorkeeper's office to replace fifteen year old processing equipment.

A proposal for the design, manufacturing, and implementation of an automated packaging system for the Postal Patron Unit of the Publications Distribution Service has been completed. The proposed system has been engineered to make use of proven, compatible, state of the art components which fully meet the House's requirements. The system also addresses life cycle cost factors including economy, efficiency, equipment reliability and space utilization. There is $1.5 million in the FY '94 budget for this system. Based on conservative work estimates, the new system will reduce the annual postage cost on Postal Patron mailing by $1.2 million and the annual related supply costs by $110,000. The new system would thus provide a savings of $1.3 million in the first year of operation, virtually paying for itself in the first twelve months of operation. This modernization proposal is necessary to further reduce postal patron postage and supply costs as well as to replace an antiquated, labor intensive process with modern technology.

Net Expenses of Purchase, Lease, and Maintenance of Office Equipment

Schedule A

HOUSE OF REPRESENTATIVES
ALLOWANCES AND EXPENSES-NET EXPENSES OF PURCHASE, LEASE, AND MAINTENANCE OF OFFICE EQUIPMENT
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation								
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment		$2,936		$4,427		$7,196		$2,769
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total		$2,936		$4,427		$7,196		$2,769

Schedule B

HOUSE OF REPRESENTATIVES
ALLOWANCES AND EXPENSES- NET EXPENSES OF PURCHASE, LEASE AND MAINTENANCE OF OFFICE EQUIPMENT
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

					PROGRAM TYPE CHANGES							
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation												
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment										$2,769		$2,769
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total										$2,769		$2,769

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
AND EXPENSES- NET EXPENSES OF PURCHASE. LEASE, AND MAINTENANCE OF OFFIC

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993		$4,427
BUDGET BASE, 1993		$4,427
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		
2. BUDGET YEAR PAY ADJUSTMENT		
3. BUDGET YEAR LOCALITY PAY		
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		$2,769
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		$2,769
a. REPLACEMENT AND UPGRADE		$2,769
II. NET INCREASE/DECREASE REQUESTED		$2,769
III. TOTAL APPROPRIATION REQUEST, 1994		$7,196

Explanation of Changes Shown on Schedule C

ALLOWANCES AND EXPENSES-NET EXPENSES OF PURCHASE, LEASE, AND MAINTENANCE OF OFFICE EQUIPMENT

Program Type Changes:

Equipment Purchases: There is requested $14 million for Washington offices. This represents a 20% reduction from the FY '93 amounts. This is due to the first session/second session increase/decrease budget cycle. With FY '94 being a second session freeze year, total expenditures will be significantly lower than during Fiscal 1993.

For District offices, there is requested $3 million for purchases. This amount is 18% lower than the amount provided in fiscal 1993.

Equipment Lease A total of $550,000 is requested. This represents a 15% decreases from the amount in the FY '93 budget.

Equipment Maintenance: A total of $9.9 million for Washington offices is requested. This represents a 4% increase over the amount provided in fiscal 1993.

For District Offices, there is requested $4 million, which is a 14.3% increase over the amount provided in fiscal 1993. The annual rate of growth in this category has been approximately 17% over the past two years.

User Fees: The FY '94 estimates of $23,500,000 represent a 2.6% increase above the amount provided in fiscal 1993. Since 1990, user fees have increased an average of 2.5%.

Net Expenses for Telecommunications

Schedule A

HOUSE OF REPRESENTATIVES
ALLOWANCES AND EXPENSES- NET EXPENSES FOR TELECOMMUNICATIONS COSTS
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation								
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities						$3,875		$3,875
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment						$4,000		$4,000
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total						$7,875		$7,875

Schedule B

HOUSE OF REPRESENTATIVES
ALLOWANCES AND EXPENSES-NET EXPENSES FOR TELECOMMUNICATIONS COSTS
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	PROGRAM TYPE CHANGES											
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation												
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities				$1,680				$2,195				$3,875
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment										$4,000		$4,000
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total				$1,680				$2,195		$4,000		$7,875

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION ALLOWANCES AND EXPENSES-NET EXPENSES FOR TELECOMMUNICATIONS COSTS	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993		
BUDGET BASE, 1993		
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		
2. BUDGET YEAR PAY ADJUSTMENT		
3. BUDGET YEAR LOCALITY PAY		
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		$1,680
1. TRAVEL		
2. RENT, COMMUNICATIONS		$1,680
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		$6,195
1. LEGISLATION		
2. WORKLOAD		$2,195
a. TRAVEL		
b. RENT, COMMUNICATIONS		$2,195
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		$4,000
a. REPLACEMENT AND UPGRADE		$4,000
II. NET INCREASE/DECREASE REQUESTED		$7,875
III. TOTAL APPROPRIATION REQUEST, 1994		$7,875

Explanation of Changes Shown on Schedule C

ALLOWANCES AND EXPENSES-NET EXPENSES FOR TELECOMMUNICATIONS

Price Level Changes:

The increase is attributable to the variations in the local service charges of the different companies across the country.

Program Type Changes:

The increase is attributable to the creation of a separate account for Telephone expenses that have previously been charged to Supplies and Materials. Included in this item is $4 million for a telephone switch.

Schedule A

HOUSE OF REPRESENTATIVES
ALLOWANCES AND EXPENSES-FURNITURE AND FURNISHINGS
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation								
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services		$1,533		$1,720		$1,806		$86
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total		$1,533		$1,720		$1,806		$86

Schedule B

HOUSE OF REPRESENTATIVES
ALLOWANCES AND EXPENSES- FURNITURE AND FURNISHINGS
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

					PROGRAM TYPE CHANGES							
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation												
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services				$86								$86
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total				$86								$86

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
ALLOWANCES AND EXPENSES-FURNITURE AND FURNISHINGS

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993		$1,720
BUDGET BASE, 1993		$1,720
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		
2. BUDGET YEAR PAY ADJUSTMENT		
3. BUDGET YEAR LOCALITY PAY		
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		$86
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		$86
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$86
III. TOTAL APPROPRIATION REQUEST, 1994		$1,806

Explanation of Changes Shown on Schedule C

ALLOWANCES AND EXPENSES-FURNITURE AND FURNISHINGS

Price Level Changes:

Price level increases are attributed to inflation.

Stenographic Reporting

Schedule A

HOUSE OF REPRESENTATIVES
ALLOWANCES AND EXPENSES- STENOGRAPHIC REPORTING OF COMMITTEE HEARINGS
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation								
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services		$714		$1,055		$1,100		$45
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total		$714		$1,055		$1,100		$45

Schedule B

HOUSE OF REPRESENTATIVES
ALLOWANCES AND EXPENSES- STENOGRAPHIC REPORTING OF COMMITTEE HEARINGS
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

					PROGRAM TYPE CHANGES							
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation												
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services				$45								$45
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total				$45								$45

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION ALLOWANCES AND EXPENSES-STENOGRAPHIC REPORTING OF COMMITTEE HEARINGS	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993		$1,055
BUDGET BASE, 1993		$1,055
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		
2. BUDGET YEAR PAY ADJUSTMENT		
3. BUDGET YEAR LOCALITY PAY		
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		$45
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		$45
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$45
III. TOTAL APPROPRIATION REQUEST, 1994		$1,100

Explanation of Changes Shown on Schedule C

ALLOWANCES AND EXPENSES- STENOGRAPHIC REPORTING OF COMMITTEE HEARINGS

Price Level Changes:

Price level increases are attributed to inflation.

Reemployed Annuitants—Reimbursements

Schedule A

HOUSE OF REPRESENTATIVES
ALLOWANCES AND EXPENSES- REMPLOYED ANNUITANTS REIMBURSEMENTS
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation		$1,102		$1,039		$1,016		-$23
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total		$1,102		$1,039		$1,016		-$23

Schedule B

HOUSE OF REPRESENTATIVES
ALLOWANCES AND EXPENSES- REEMPLOYED ANNUITANTS REIMBURSEMENTS
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$22						-$45				-$23
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$22						-$45				-$23

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION ALLOWANCES AND EXPENSES-REEMPLOYED ANNUITANTS REIMBURSEMENTS	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993		$1,039
BUDGET BASE, 1993		$1,039
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		$22
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		
2. BUDGET YEAR PAY ADJUSTMENT		$22
3. BUDGET YEAR LOCALITY PAY		
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		($45)
1. LEGISLATION		
2. WORKLOAD		($45)
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		($45)
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		($23)
III. TOTAL APPROPRIATION REQUEST, 1994		$1,016

Explanation of Changes Shown on Schedule C

ALLOWANCES AND EXPENSES- REEMPLOYED ANNUITANTS REIMBURSEMENTS

Mandatory Pay and Related Changes:

An increase in this area is due to the estimated FY '94 Cost of living adjustment.

Program Type Changes:

The decrease in program changes is attributed to an anticipated decrease in the number of reemployed annuitants.

Government Contributions

Schedule A

HOUSE OF REPRESENTATIVES
ALLOWANCES AND EXPENSES-GOVERNMENT CONTRIBUTIONS
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation								
12 Personnel Benefits		$106,968		$114,203		$130,543		$16,340
13 Benefits to Former Personnel		$1,722		$2,000		$2,000		
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total		$108,690		$116,203		$132,543		$16,340

Schedule B

HOUSE OF REPRESENTATIVES
ALLOWANCES AND EXPENSES-GOVERNMENT CONTRIBUTIONS
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation												
12 Personnel Benefits		$15,601						$739				$16,340
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$15,601						$739				$16,340

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION ALLOWANCES AND EXPENSES-GOVERNMENT CONTRIBUTIONS	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993		$116,203
BUDGET BASE, 1993		$116,203
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		$15,601
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		$1,075
2. BUDGET YEAR PAY ADJUSTMENT		$2,815
3. BUDGET YEAR LOCALITY PAY		$2,914
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		$8,797
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		$739
1. LEGISLATION		
2. WORKLOAD		$739
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		$163
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		$576
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$16,340
III. TOTAL APPROPRIATION REQUEST, 1994		$132,543

Explanation of Changes Shown on Schedule C

ALLOWANCES AND EXPENSES- GOVERNMENT CONTRIBUTIONS

Mandatory Pay and Related Changes:

Personnel increases are attributable to the annualization of the FY '93 COLA, the prorated funding of the FY '94 COLA, an estimated locality pay increase and full funding of the authorization.

Program Type Changes:

Workload:

Increase is attributable to the impact on Government contributions of the new positions being requested in the FY '94 bill.

Miscellaneous Items

Schedule A

HOUSE OF REPRESENTATIVES
ALLOWANCES AND EXPENSES- MISCELLANEOUS ITEMS
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation								
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel		$50		$70		$101		$31
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials		$47		$55		$55		
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities		$636		$507		$636		$129
Total		$733		$632		$792		$160

Schedule B

HOUSE OF REPRESENTATIVES
ALLOWANCES AND EXPENSES- MISCELLANEOUS ITEMS
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation												
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel				$31								$31
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities		$129										$129
Total		$129		$31								$160

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION ALLOWANCES AND EXPENSES-MISCELLANEOUS ITEMS	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993		$632
BUDGET BASE, 1993		$632
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		$129
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		
2. BUDGET YEAR PAY ADJUSTMENT		
3. BUDGET YEAR LOCALITY PAY		
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		$129
B. PRICE LEVEL CHANGES		$31
1. TRAVEL		$31
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$160
III. TOTAL APPROPRIATION REQUEST, 1994		$792

Explanation of Changes Shown on Schedule C

ALLOWANCES AND EXPENSES- MISCELLANEOUS ITEMS

Mandatory Pay and Related Changes:

Personnel increases are attributed to an increase in personnel benefits.

Price Level Changes:

Price level changes are attributed to inflation.

Schedule A

HOUSE OF REPRESENTATIVES
TOTAL ALLOWANCES AND EXPENSES
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation		$1,102		$1,039		$1,016		-$23
12 Personnel Benefits		$106,968		$114,203		$130,543		$16,340
13 Benefits to Former Personnel		$1,722		$2,000		$2,000		
21 Travel		$10,575		$10,441		$11,829		$1,388
22 Transportation of Things		$2		$40		$42		$2
23 Rent, Communications, Utilities		$40,615		$39,143		$45,229		$6,086
24 Printing and Reproduction		$9,490		$9,833		$11,003		$1,170
25 Other Services		$10,281		$11,240		$12,964		$1,724
26 Supplies and Materials		$8,591		$8,412		$9,345		$933
31 Equipment		$24,499		$25,870		$37,694		$11,824
32 Land and Structures								
42 Insurance Claims/ Indemnities		$645		$516		$645		$129
Total		$214,490		$222,737		$262,310		$39,573

Schedule B

HOUSE OF REPRESENTATIVES
TOTAL ALLOWANCES AND EXPENSES
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$22						-$45				-$23
12 Personnel Benefits		$15,601						$739				$16,340
13 Benefits to Former Personnel												
21 Travel				$1,264		-$18		$126				$1,372
22 Transportation of Things												
23 Rent, Communications and Utilities				$4,651		-$10		$1,684				$6,325
24 Printing and Reproduction				$1,170		-$2						$1,168
25 Other Services				$1,053		-$10		$551				$1,594
26 Supplies and Materials				$892		-$75		$41				$858
31 Equipment				$2,424		-$20				$9,406		$11,810
32 Land and Structures												
42 Insurance Claims and Indemnities		$129										$129
Total		$15,752		$11,454		-$135		$3,096		$9,406		$39,573

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION TOTAL ALLOWANCES AND EXPENSES	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993		$222,737
BUDGET BASE, 1993		$222,737
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		$15,752
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		$1,075
2. BUDGET YEAR PAY ADJUSTMENT		$2,837
3. BUDGET YEAR LOCALITY PAY		$2,914
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		$8,926
B. PRICE LEVEL CHANGES		$11,454
1. TRAVEL		$1,264
2. RENT, COMMUNICATIONS		$4,651
3. PRINTING AND REPRODUCTION		$1,170
4. OTHER SERVICES		$1,053
5. SUPPLIES		$892
6. EQUIPMENT		$2,424
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		$12,367
1. LEGISLATION		($135)
2. WORKLOAD		$3,096
a. TRAVEL		$126
b. RENT, COMMUNICATIONS		$1,684
c. SUPPLIES		$41
d. INVESTIGATIVE WORKLOAD		$163
e. OTHER SERVICES		$551
f. STAFF LEVEL CHANGES		$531
3. EQUIPMENT, MAINT, REPAIRS, ETC.		$9,406
a. REPLACEMENT AND UPGRADE		$9,406
II. NET INCREASE/DECREASE REQUESTED		$39,573
III. TOTAL APPROPRIATION REQUEST, 1994		$262,310

Committee on Appropriations

Schedule A

HOUSE OF REPRESENTATIVES
COMMITTEE ON APPROPRIATIONS
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	24	$1,300	24	$1,600	24	$1,670		$70
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel		$840		$900		$928		$28
22 Transportation of Things								
23 Rent, Communications, Utilities		$300		$400		$400		
24 Printing and Reproduction								
25 Other Services		$3,500		$3,700		$3,602		-$98
26 Supplies and Materials		$35		$31		$35		$4
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	24	$5,975	24	$6,631	24	$6,635		$4

Schedule B

HOUSE OF REPRESENTATIVES
COMMITTEE ON APPROPRIATIONS
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

					PROGRAM TYPE CHANGES							
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$70										$70
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel				$28								$28
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services				-$98								-$98
26 Supplies and Materials				$4								$4
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$70		-$66								$4

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION COMMITTEE ON APPROPRIATIONS	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993	24	$6,631
BUDGET BASE, 1993	24	$6,631
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		$70
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		$33
2. BUDGET YEAR PAY ADJUSTMENT		
3. BUDGET YEAR LOCALITY PAY		$37
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		($66)
1. TRAVEL		$28
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		($98)
5. SUPPLIES		$4
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$4
III. TOTAL APPROPRIATION REQUEST, 1994	24	$6,635

Explanation of Changes Shown on Schedule C

COMMITTEE ON APPROPRIATIONS

Mandatory Pay and Related Changes:

Personnel increases are attributed to the annualization of the FY '93 COLA and an estimated locality pay increase.

Price Level Changes:

Price level increases are attributed to inflation.

Official Mail Costs

Schedule A

HOUSE OF REPRESENTATIVES
OFFICIAL MAIL COSTS
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation								
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities		$54,195		$47,711		$71,495		$23,784
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Rescission		$21,000						
Total		$75,195		$47,711		$71,495		$23,784

Schedule B

HOUSE OF REPRESENTATIVES
OFFICIAL MAIL- HOUSE
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation												
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities		$23,784										$23,784
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$23,784										$23,784

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICIAL MAIL COSTS - HOUSE	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993		$47,711
BUDGET BASE, 1993		$47,711
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		$23,784
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		
2. BUDGET YEAR PAY ADJUSTMENT		
3. BUDGET YEAR LOCALITY PAY		
4. FULL FUNDING OF AUTHORIZATION		$23,784
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4 OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$23,784
FY '94 Gross FY '94 Estimated Reimbursements III. TOTAL APPROPRIATION REQUEST, 1994		$71,495

Explanation of Changes Shown on Schedule C

OFFICIAL MAIL COSTS

Mandatory Pay and Related Changes:

Increase due to full funding of authorization.

Schedule A

HOUSE OF REPRESENTATIVES
SALARIES, OFFICERS AND EMPLOYEES-OFFICE OF THE CLERK
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	563	$21,017	565	$22,354	218	$25,793	(347)	$3,439
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	563	$21,017	565	$22,354	218	$25,793	(347)	$3,439

Schedule B

HOUSE OF REPRESENTATIVES
OFFICE OF THE CLERK
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$2,778			-8	-$498	30	$1,159			22	$3,439
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$2,778			-8	-$498	30	$1,159			22	$3,439

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICE OF THE CLERK	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993	565	$22,354
BUDGET BASE, 1993	565	$22,354
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		$2,778
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		$202
2. BUDGET YEAR PAY ADJUSTMENT		$571
3. BUDGET YEAR LOCALITY PAY		$567
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		$808
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		$20
8. RECLASSIFICATIONS		$610
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES	22	$661
1. LEGISLATION	-8	($498)
2. WORKLOAD		$1,159
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES	30	$1,159
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED	22	$3,439
III. TOTAL APPROPRIATION REQUEST, 1994	587	$25,793

Explanation of Changes Shown on Schedule C

OFFICE OF THE CLERK

Mandatory Pay and Related Changes:

Personnel increases are attributed to the annualization of the FY '93 COLA, the prorated funding of the FY '94 COLA, an estimated locality pay increase, and the cost of meritorious increases and the reclassification of positions.

Program Type Changes:

Legislation

H. Res. 5, dated January 5, 1993 establishes in the House of Representatives an office to be known as the Office of General Counsel, previously under the Office of the Clerk. Eight positions in the General Counsel's office are transferred from the Clerk's office at an annual cost of $498,000.

Workload:

Thirty new positions are requested at an estimated cost of $1,159,000. This results in a net increase of twenty two positions in the Office of the Clerk over tha amount provided in the FY '93 appropriation bill.

Schedule A

HOUSE OF REPRESENTATIVES
SALARIES, OFFICERS AND EMPLOYEES-OFFICE OF THE SERGEANT AT ARMS
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	23	$1,324	23	$1,369	23	$1,508		$139
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	23	$1,324	23	$1,369	23	$1,508		$139

Schedule B

HOUSE OF REPRESENTATIVES
OFFICE OF THE SERGEANT AT ARMS
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

							PROGRAM TYPE CHANGES					
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$139										$139
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$139										$139

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
OFFICE OF THE SERGEANT AT ARMS

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993	23	$1,369
BUDGET BASE, 1993	23	$1,369
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		$139
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		$13
2. BUDGET YEAR PAY ADJUSTMENT		$35
3. BUDGET YEAR LOCALITY PAY		$33
4. FULL FUNDING OF AUTHORIZATION		$38
5. MERITORIOUS/LONGEVITY INCREASE		$20
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$139
III. TOTAL APPROPRIATION REQUEST, 1994	23	$1,508

Explanation of Changes Shown on Schedule C

OFFICE OF THE SERGEANT AT ARMS

Mandatory Pay and Related Changes:

Increase is due to annualization of the FY '93 COLA, the FY '94 COLA and locality pay estimates, meritorious increases and full funding.

Schedule A

HOUSE OF REPRESENTATIVES
SALARIES, OFFICERS AND EMPLOYEES-OFFICE OF THE DOORKEEPER
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	392	$9,957	392	$10,750	395	$12,910	3	$2,160
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	392	$9,957	392	$10,750	395	$12,910	3	$2,160

Schedule B

HOUSE OF REPRESENTATIVES
OFFICE OF THE DOORKEEPER
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

					PROGRAM TYPE CHANGES							
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$2,059					3	$101			3	$2,160
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$2,059					3	$101			3	$2,160

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICE OF THE DOORKEEPER	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993	392	$10,750
BUDGET BASE, 1993	392	$10,750
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		$2,059
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		$99
2. BUDGET YEAR PAY ADJUSTMENT		$278
3. BUDGET YEAR LOCALITY PAY		$284
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		$608
6. TEMPORARY POSITIONS		$782
7. OVERTIME PAY		
8. RECLASSIFICATIONS		$8
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES	3	$101
1. LEGISLATION		
2. WORKLOAD		$101
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES	3	$101
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED	3	$2,160
III. TOTAL APPROPRIATION REQUEST, 1994	395	$12,910

Explanation of Changes Shown on Schedule C

OFFICE OF THE DOORKEEPER

Mandatory Pay and Related Changes:

Increase is due to annualization of the FY '93 COLA, the FY '94 COLA and locality pay estimates, meritorious and reclassification increases. There is also $782,000 for temporary personnel.

Program Type Changes:

Workload:
Three new positions at a cost of $101,000 are being requested.

Office of the Postmaster

Schedule A

HOUSE OF REPRESENTATIVES
SALARIES, OFFICERS AND EMPLOYEES-OFFICE OF THE POSTMASTER
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	148	$3,947	161	$4,079			(161)	-$4,079
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	148	$3,947	161	$4,079			(161)	-$4,079

Schedule B

HOUSE OF REPRESENTATIVES
OFFICE OF THE POSTMASTER
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	PROGRAM TYPE CHANGES											
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation					-161	-$4,079					-161	-$4,079
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total					-161	-$4,079					-161	-$4,079

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICE OF THE POSTMASTER	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993	161	$4,079
BUDGET BASE, 1993	161	$4,079
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		
2. BUDGET YEAR PAY ADJUSTMENT		
3. BUDGET YEAR LOCALITY PAY		
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES	-161	($4,079)
1. LEGISLATION	-161	($4,079)
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED	-161	($4,079)
III. TOTAL APPROPRIATION REQUEST, 1994		

Explanation of Changes Shown on Schedule C

OFFICE OF THE POSTMASTER

Program Type Changes:

Legislation:

All functions, entities, duties and responsibilites under the House Postmaster are transferred to the Director of Non-Legislative and Financial Services, pursuant to authority invested in the Committee on House Administration by House Resolution 423 (102nd Congress), effective January 3, 1993.

Director of Non-Legislative Services

Schedule A

HOUSE OF REPRESENTATIVES
SALARIES, OFFICERS AND EMPLOYEES- DIRECTOR OF NON-LEGISLATIVE AND FINANCIAL SERVICES
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation					161	$4,759	161	$4,759
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total					161	$4,759	161	$4,759

Schedule B

HOUSE OF REPRESENTATIVES
DIRECTOR OF NON- LEGISLATIVE AND FINANCIAL SERVICES
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	PROGRAM TYPE CHANGES											
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$514			164	$4,301	-3	-$56			161	$4,759
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$514			164	$4,301	-3	-$56			161	$4,759

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
DIRECTOR OF NON- LEGISLATIVE AND FINANCIAL SERVICES

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993		
BUDGET BASE, 1993		
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		$514
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		$40
2. BUDGET YEAR PAY ADJUSTMENT		$108
3. BUDGET YEAR LOCALITY PAY		$105
4. FULL FUNDING OF AUTHORIZATION		$87
5. MERITORIOUS/LONGEVITY INCREASE		$174
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5 SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES	161	$4,245
1. LEGISLATION	164	$4,301
2. WORKLOAD		($56)
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES	-3	($56)
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED	161	$4,759
III. TOTAL APPROPRIATION REQUEST, 1994	161	$4,759

Explanation of Changes Shown on Schedule C

DIRECTOR OF NON-LEGISLATIVE AND FINANCIAL SERVICES

Mandatory Pay and Related Changes:

Personnel increases are attributed to the annualization of the FY '93 COLA, the prorated funding of the FY '94 COLA, an estimated locality pay increase, and the cost of meritorious increases and tfull funding.

Program Type Changes:

Legislation:

All functions, entities, duties and responsibilites under the House Postmaster are transferred to the Director of Non-Legislative and Financial Services, pursuant to authority invested in the Committee on House Administration by House Resolution 423 (102nd Congress), effective January 3, 1993. The new position for the Director is included in this category.

Workload:

Three positions to be transferred from the former "Office of the Postmaster" at a cost of $56,000 are included.

Two additional positions to serve under the Director's Immediate Office are included.

Office of Inspector General

Schedule A

HOUSE OF REPRESENTATIVES
SALARIES, OFFICERS AND EMPLOYEES- OFFICE OF INSPECTOR GENERAL
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation						$205		$205
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total						$205		$205

Schedule B

HOUSE OF REPRESENTATIVES
OFFICE OF INSPECTOR GENERAL
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation						$205						$205
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total						$205						$205

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICE OF INSPECTOR GENERAL	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993		
BUDGET BASE, 1993		
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		
2. BUDGET YEAR PAY ADJUSTMENT		
3. BUDGET YEAR LOCALITY PAY		
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		$205
1. LEGISLATION		$205
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$205
III. TOTAL APPROPRIATION REQUEST, 1994		$205

Explanation of Changes Shown on Schedule C

OFFICE OF INSPECTOR GENERAL

Program Type Changes:

Legislation

House Resolution 423 of the 102nd Congress, effective January 3, 1993, creates this office. The FY '94 amount requested is our best estimate at this time.

Office of General Counsel

Schedule A

HOUSE OF REPRESENTATIVES
SALARIES, OFFICERS AND EMPLOYEES- OFFICE OF GENERAL COUNSEL
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation					10	$659	10	$659
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel						$18		$18
22 Transportation of Things								
23 Rent, Communications, Utilities						$10		$10
24 Printing and Reproduction						$2		$2
25 Other Services						$10		$10
26 Supplies and Materials						$75		$75
31 Equipment						$20		$20
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total					10	$794	10	$794

Schedule B

HOUSE OF REPRESENTATIVES
OFFICE OF GENERAL COUNSEL
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PROGRAM TYPE CHANGES								TOTAL CHANGES	
			PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..			
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$71			8	$498	2	$90			10	$659
12 Personnel Benefits												
13 Benefits to Former Personnel						$18						$18
21 Travel												
22 Transportation of Things						$10						$10
23 Rent, Communications and Utilities						$2						$2
24 Printing and Reproduction						$10						$10
25 Other Services						$75						$75
26 Supplies and Materials						$20						$20
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$71			8	$633	2	$90			10	$794

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
OFFICE OF GENERAL COUNSEL

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993		
BUDGET BASE, 1993		
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		$71
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		$2
2. BUDGET YEAR PAY ADJUSTMENT		$15
3. BUDGET YEAR LOCALITY PAY		$14
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		$10
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		$30
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES	10	$723
1. LEGISLATION	8	$633
2. WORKLOAD		$90
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES	2	$90
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED	10	$794
III. TOTAL APPROPRIATION REQUEST, 1994	10	$794

Explanation of Changes Shown on Schedule C

OFFICE OF GENERAL COUNSEL

Mandatory Pay and Related Changes:

Personnel increases are attributed to the annualization of the FY '93 COLA, the prorated funding of the FY '94 COLA, an estimated locality pay increase, and the cost of meritorious increases and the reclassification of positions.

Program Type Changes:

Legislation

H. Res. 5, dated January 5, 1993 establishes in the House of Representatives an office to be known as the Office of General Counsel, previously under the Office of the Clerk. Eight positions in the General Counsel's office are transferred from the Clerk's office at an annual cost of $498,000.

An additional $135,000 is being requested for non-personnel items. This includes such items as supplies, travel, telecommunications, professional publications and subscriptions and equipment.

Workload:

Two new positions are requested at an estimated cost of $90,000.

Office of the Chaplain

Schedule A

HOUSE OF REPRESENTATIVES
SALARIES, OFFICERS AND EMPLOYEES-OFFICE OF THE CHAPLAIN
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	1	$118	1	$123	1	$129		$6
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	1	$118	1	$123	1	$129		$6

Schedule B

HOUSE OF REPRESENTATIVES
OFFICE OF THE CHAPLAIN
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$6										$6
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$6										$6

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICE OF THE CHAPLAIN	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993	1	$123
BUDGET BASE, 1993	1	$123
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		$6
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		
2. BUDGET YEAR PAY ADJUSTMENT		$3
3. BUDGET YEAR LOCALITY PAY		$3
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$6
III. TOTAL APPROPRIATION REQUEST, 1994	1	$129

Explanation of Changes Shown on Schedule C

OFFICE OF THE CHAPLAIN

Mandatory Pay and Related Changes:

Increase is due to the FY '94 COLA and locality pay estimates.

Office of the Parliamentarian

Schedule A

HOUSE OF REPRESENTATIVES
SALARIES, OFFICERS AND EMPLOYEES-OFFICE OF THE PARLIAMENTARIAN
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	6	$565	7	$587	7	$731		$144
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	6	$565	7	$587	7	$731		$144

Schedule B

HOUSE OF REPRESENTATIVES
OFFICE OF THE PARLIAMENTARIAN
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	PROGRAM TYPE CHANGES											
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$144										$144
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$144										$144

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICE OF THE PARLIAMENTARIAN	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993	7	$587
BUDGET BASE, 1993	7	$587
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		$144
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		$5
2. BUDGET YEAR PAY ADJUSTMENT		$17
3. BUDGET YEAR LOCALITY PAY		$16
4. FULL FUNDING OF AUTHORIZATION		$60
5. MERITORIOUS/LONGEVITY INCREASE		$46
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$144
III. TOTAL APPROPRIATION REQUEST, 1994	7	$731

Explanation of Changes Shown on Schedule C

OFFICE OF THE PARLIAMENTARIAN

Mandatory Pay and Related Changes:

Increase is due to annualization of the FY '93 COLA, the FY '94 COLA and locality pay estimates, full funding of authorization, and meritorious increases.

Schedule A

HOUSE OF REPRESENTATIVES
SALARIES, OFFICERS AND EMPLOYEES-COMPILATION OF PRECEDENTS
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	4	$257	4	$267	4	$309		$42
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	4	$257	4	$267	4	$309		$42

Schedule B

HOUSE OF REPRESENTATIVES
COMPILATION OF THE PRECEDENTS
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

					PROGRAM TYPE CHANGES							
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$42										$42
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$42										$42

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION COMPILATION OF THE PRECEDENTS	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993	4	$267
BUDGET BASE, 1993	4	$267
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		$42
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		$3
2. BUDGET YEAR PAY ADJUSTMENT		$7
3. BUDGET YEAR LOCALITY PAY		$7
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		$25
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$42
III. TOTAL APPROPRIATION REQUEST, 1994	4	$309

Explanation of Changes Shown on Schedule C

OFFICE OF THE COMPILATION OF THE PRECEDENTS

Mandatory Pay and Related Changes:

Increase is due to annualization of the FY '93 COLA, the FY '94 COLA and locality pay estimates, full funding of authorization, and meritorious increases .

Total Office of Parliamentarian

Schedule A

HOUSE OF REPRESENTATIVES
SALARIES, OFFICERS AND EMPLOYEES-OFFICE OF THE PARLIAMENTARIAN
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	10	$822	11	$854	11	$1,040		$186
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	10	$822	11	$854	11	$1,040		$186

Schedule B

HOUSE OF REPRESENTATIVES
TOTAL- OFFICE OF THE PARLIAMENTARIAN
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$186										$186
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$186										$186

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
TOTAL OFFICE OF THE PARLIAMENTARIAN

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993	11	$854
BUDGET BASE, 1993	11	$854
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		$186
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		$8
2. BUDGET YEAR PAY ADJUSTMENT		$24
3. BUDGET YEAR LOCALITY PAY		$23
4. FULL FUNDING OF AUTHORIZATION		$60
5. MERITORIOUS/LONGEVITY INCREASE		$71
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$186
III. TOTAL APPROPRIATION REQUEST, 1994	11	$1,040

Office of the Historian

Schedule A

HOUSE OF REPRESENTATIVES
SALARIES, OFFICERS AND EMPLOYEES-OFFICE OF THE HISTORIAN
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	5	$256	6	$268	6	$340		$72
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel		$4		$5		$6		$1
22 Transportation of Things								
23 Rent, Communications, Utilities		$1		$4		$4		
24 Printing and Reproduction								
25 Other Services		$5		$10		$12		$2
26 Supplies and Materials		$6		$5		$7		$2
31 Equipment				$18		$5		-$13
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	5	$272	6	$310	6	$374		$64

Schedule B

HOUSE OF REPRESENTATIVES
OFFICE OF THE HISTORIAN
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	PROGRAM TYPE CHANGES											
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$72										$72
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel				$1								$1
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services				$2								$2
26 Supplies and Materials				$2								$2
31 Equipment										-$13		-$13
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$72		$5						-$13		$64

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICE OF THE HISTORIAN	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993	6	$310
BUDGET BASE, 1993	6	$310
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		$72
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		$10
2. BUDGET YEAR PAY ADJUSTMENT		$40
3. BUDGET YEAR LOCALITY PAY		$7
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		$15
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		$5
1. TRAVEL		$1
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		$2
5. SUPPLIES		$2
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		($13)
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		($13)
a. REPLACEMENT AND UPGRADE		($13)
II. NET INCREASE/DECREASE REQUESTED		$64
III. TOTAL APPROPRIATION REQUEST, 1994	6	$374

Explanation of Changes Shown on Schedule C

OFFICE OF THE HISTORIAN

Mandatory Pay and Related Changes:

Increase is due to annualization of the FY '93 COLA, the FY '94 COLA and locality pay estimates, and meritorious increases.

Price Level Changes:

Increase is due to increase in costs of goods and services.

Program Type Changes:

Equipment:

A reduction in equipment is anticipated for FY '94.

Office of the Law Revision Counsel

Schedule A

HOUSE OF REPRESENTATIVES
SALARIES, OFFICERS AND EMPLOYEES-OFFICE OF THE LAW REVISION COUNSEL
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	18	$1,296	18	$1,368	18	$1,505		$137
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel						$1		$1
22 Transportation of Things								
23 Rent, Communications, Utilities		$1		$1		$1		
24 Printing and Reproduction								
25 Other Services		$26		$29		$32		$3
26 Supplies and Materials		$11		$5		$11		$6
31 Equipment		$13				$100		$100
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	18	$1,347	18	$1,403	18	$1,650		$247

Schedule B

HOUSE OF REPRESENTATIVES
OFFICE OF THE LAW REVISION COUNSEL
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

			PROGRAM TYPE CHANGES									
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$137										$137
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel				$1								$1
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services				$3								$3
26 Supplies and Materials				$6								$6
31 Equipment										$100		$100
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$137		$10						$100		$247

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
OFFICE OF THE LAW REVISION COUNSEL

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993	18	$1,403
BUDGET BASE, 1993	18	$1,403
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		$137
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		$13
2. BUDGET YEAR PAY ADJUSTMENT		$36
3. BUDGET YEAR LOCALITY PAY		$33
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		$55
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		$10
1. TRAVEL		$1
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		$6
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		$3
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		$100
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		$100
a. REPLACEMENT AND UPGRADE		$100
II. NET INCREASE/DECREASE REQUESTED		$247
III. TOTAL APPROPRIATION REQUEST, 1994	18	$1,650

Explanation of Changes Shown on Schedule C

OFFICE OF THE LAW REVISION COUNSEL

Mandatory Pay and Related Changes:

Increase is due to annualization of the FY '93 COLA, the FY '94 COLA and locality pay estimates, and meritorious increases.

Price Level Changes:

Increase is due to increase in costs of goods and services.

Program Type Changes:

Equipment:

An increase in equipment of $100,000 is anticipated for FY '94.

Office of the Legislative Counsel

Schedule A

HOUSE OF REPRESENTATIVES
SALARIES, OFFICERS AND EMPLOYEES-OFFICE OF THE LEGISLATIVE COUNSEL
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	52	$3,898	52	$4,114	52	$4,610		$496
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction		$2		$2		$2		
25 Other Services								
26 Supplies and Materials		$39		$39		$40		$1
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	52	$3,939	52	$4,155	52	$4,652		$497

Schedule B

HOUSE OF REPRESENTATIVES
OFFICE OF THE LEGISLATIVE COUNSEL
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

					PROGRAM TYPE CHANGES							
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$497										$497
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$497										$497

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
OFFICE OF THE LEGISLATIVE COUNSEL

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993	52	$4,155
BUDGET BASE, 1993	52	$4,155
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		$497
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		$39
2. BUDGET YEAR PAY ADJUSTMENT		$106
3. BUDGET YEAR LOCALITY PAY		$101
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		$251
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$497
III. TOTAL APPROPRIATION REQUEST, 1994	52	$4,652

Explanation of Changes Shown on Schedule C

OFFICE OF THE LEGISLATIVE COUNSEL

Mandatory Pay and Related Changes:

Increase is due to annualization of the FY '93 COLA, the FY '94 COLA and locality pay estimates, and meritorious increases.

Six Minority Employees

Schedule A

HOUSE OF REPRESENTATIVES
SALARIES, OFFICERS AND EMPLOYEES-SIX MINORITY EMPLOYEES
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	5	$590	6	$735	6	$773		$38
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	5	$590	6	$735	6	$773		$38

Schedule B

HOUSE OF REPRESENTATIVES
SIX MINORITY EMPLOYEES
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$38										$38
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$38										$38

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION SIX MINORITY EMPLOYEES	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993	6	$735
BUDGET BASE, 1993	6	$735
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		$38
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		$3
2. BUDGET YEAR PAY ADJUSTMENT		$18
3. BUDGET YEAR LOCALITY PAY		$17
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$38
III. TOTAL APPROPRIATION REQUEST, 1994	6	$773

Explanation of Changes Shown on Schedule C

SIX MINORITY EMPLOYEES

Mandatory Pay and Related Changes:

Increase is due to annualization of the FY '93 COLA, the FY '94 COLA and locality pay estimates, and meritorious increases.

Democratic Steering and Policy Committee

Schedule A

HOUSE OF REPRESENTATIVES
HOUSE DEMOCRATIC STEERING AND POLICY COMMITTEE
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	11	$736	12	$926	12	$1,019		$93
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities		$2		$3		$3		
24 Printing and Reproduction								
25 Other Services		$9						
26 Supplies and Materials		$8		$5		$5		
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	11	$755	12	$934	12	$1,027		$93

Schedule B

HOUSE OF REPRESENTATIVES
DEMOCRATIC STEERING AND POLICY COMMITTEE
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$93										$93
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$93										$93

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
HOUSE DEMOCRATIC STEERING AND POLICY COMMITTEE

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993	12	$934
BUDGET BASE, 1993	12	$934
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		$93
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		$9
2. BUDGET YEAR PAY ADJUSTMENT		$22
3. BUDGET YEAR LOCALITY PAY		$22
4. FULL FUNDING OF AUTHORIZATION		$40
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$93
III. TOTAL APPROPRIATION REQUEST, 1994	12	$1,027

Explanation of Changes Shown on Schedule C

HOUSE DEMOCRATIC STEERING AND POLICY COMMITTEE

Mandatory Pay and Related Changes:

Increase is due to annualization of the FY '93 COLA, the FY '94 COLA and locality pay estimates, and full funding of the lump sum authorization.

Schedule A

HOUSE OF REPRESENTATIVES
HOUSE DEMOCRATIC CAUCUS
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	9	$484	5	$501	9	$584	4	$83
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel		$1						
22 Transportation of Things								
23 Rent, Communications, Utilities		$2		$1		$1		
24 Printing and Reproduction		$25		$9		$9		
25 Other Services		$14						
26 Supplies and Materials		$17		$15		$15		
31 Equipment		$2		$1		$1		
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	9	$545	5	$527	9	$610	4	$83

Schedule B

HOUSE OF REPRESENTATIVES
DEMOCRATIC CAUCUS
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PROGRAM TYPE CHANGES PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
1 1 Personnel Compensation		$83					4				4	$83
1 2 Personnel Benefits												
1 3 Benefits to Former Personnel												
2 1 Travel												
2 2 Transportation of Things												
2 3 Rent, Communications and Utilities												
2 4 Printing and Reproduction												
2 5 Other Services												
2 6 Supplies and Materials												
3 1 Equipment												
3 2 Land and Structures												
4 2 Insurance Claims and Indemnities												
Total		$83					4				4	$83

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION HOUSE DEMOCRATIC CAUCUS	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993	5	$527
BUDGET BASE, 1993	5	$527
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		$83
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		$5
2. BUDGET YEAR PAY ADJUSTMENT		$13
3. BUDGET YEAR LOCALITY PAY		$13
4. FULL FUNDING OF AUTHORIZATION		$52
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES	4	
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD	4	
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED	4	$83
III. TOTAL APPROPRIATION REQUEST, 1994	9	$610

Explanation of Changes Shown on Schedule C

HOUSE DEMOCRATIC CAUCUS

Mandatory Pay and Related Changes:

Increase is due to annualization of the FY '93 COLA, the FY '94 COLA and locality pay estimates, and full funding of the lump sum authorization.

Program Type Changes:

Four non- statutory positions are requested to bring the number of positions to the current level of nine.

Schedule A

HOUSE OF REPRESENTATIVES
HOUSE DEMOCRATIC STEERING AND CAUCUS
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	20	$1,220	17	$1,427	21	$1,603	4	$176
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel		$1						
22 Transportation of Things								
23 Rent, Communications, Utilities		$4		$4		$4		
24 Printing and Reproduction		$25		$9		$9		
25 Other Services		$23						
26 Supplies and Materials		$25		$20		$20		
31 Equipment		$2		$1		$1		
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	20	$1,300	17	$1,461	21	$1,637	4	$176

Schedule B

HOUSE OF REPRESENTATIVES
TOTAL DEMOCRATIC STEERING AND POLICY COMMITTEE AND CAUCUS
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$176					4				4	$176
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$176					4				4	$176

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION DEMOCRATIC STEERING AND CAUCUS	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993	17	$1,461
BUDGET BASE, 1993	17	$1,461
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		$176
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		$14
2. BUDGET YEAR PAY ADJUSTMENT		$35
3. BUDGET YEAR LOCALITY PAY		$35
4. FULL FUNDING OF AUTHORIZATION		$92
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES	4	
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD	4	
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED	4	$176
III. TOTAL APPROPRIATION REQUEST, 1994	21	$1,637

House Republican Conference

Schedule A

HOUSE OF REPRESENTATIVES
HOUSE REPUBLICAN CONFERENCE
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	26	$1,304	21	$1,302	21	$1,478		$176
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities		$6		$37		$37		
24 Printing and Reproduction		$10		$11		$11		
25 Other Services		$6		$55		$55		
26 Supplies and Materials		$55		$53		$53		
31 Equipment		$3		$3		$3		
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	26	$1,384	21	$1,461	21	$1,637		$176

Schedule B

HOUSE OF REPRESENTATIVES
THE HOUSE REPUBLICAN CONFERENCE
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$176										$176
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$176										$176

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION HOUSE REPUBLICAN CONFERENCE	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993	21	$1,461
BUDGET BASE, 1993	21	$1,461
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		$176
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		$13
2. BUDGET YEAR PAY ADJUSTMENT		$35
3. BUDGET YEAR LOCALITY PAY		$35
4. FULL FUNDING OF AUTHORIZATION		$93
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$176
III. TOTAL APPROPRIATION REQUEST, 1994	21	$1,637

Explanation of Changes Shown on Schedule C

HOUSE REPUBLICAN CONFERENCE

Mandatory Pay and Related Changes:

Increase is due to annualization of the FY '93 COLA, the FY '94 COLA and locality pay estimates, and full funding of the lump sum authorization.

Other Authorized Employees

Schedule A

HOUSE OF REPRESENTATIVES
SALARIES, OFFICERS AND EMPLOYEES-OTHER AUTHORIZED EMPLOYEES
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	87	$1,452	87	$1,724	87	$1,843		$119
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	87	$1,452	87	$1,724	87	$1,843		$119

Schedule B

HOUSE OF REPRESENTATIVES
OTHER AUTHORIZED EMPLOYEES
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

					PROGRAM TYPE CHANGES							
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$119										$119
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$119										$119

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OTHER AUTHORIZED EMPLOYEES	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993	87	$1,724
BUDGET BASE, 1993	87	$1,724
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		$119
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		$15
2. BUDGET YEAR PAY ADJUSTMENT		$43
3. BUDGET YEAR LOCALITY PAY		$42
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		$19
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$119
III. TOTAL APPROPRIATION REQUEST, 1994	87	$1,843

Explanation of Changes Shown on Schedule C

OTHER AUTHORIZED EMPLOYEES

Mandatory Pay and Related Changes:

Increase is due to annualization of the FY '93 COLA, the FY '94 COLA and locality pay estimates, and meritorious increases.

Total Salaries, Officers and Employees

Schedule A

HOUSE OF REPRESENTATIVES
SALARIES, OFFICERS AND EMPLOYEES-TOTAL
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	1,351	$47,201	1,360	$50,467	1,399	$59,155	39	$8,688
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel		$5		$5		$25		$20
22 Transportation of Things								
23 Rent, Communications, Utilities		$12		$46		$56		$10
24 Printing and Reproduction		$37		$22		$24		$2
25 Other Services		$60		$94		$109		$15
26 Supplies and Materials		$136		$122		$206		$84
31 Equipment		$18		$22		$129		$107
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	1,351	$47,469	1,360	$50,778	1,399	$59,704	39	$8,926

Schedule B

HOUSE OF REPRESENTATIVES
TOTAL SALARIES, OFFICERS AND EMPLOYEES
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$6,968			3	$427	36	$1,294			39	$8,689
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel				$2		$18						$20
22 Transportation of Things												
23 Rent, Communications and Utilities						$10						$10
24 Printing and Reproduction						$2						$2
25 Other Services				$5		$10						$15
26 Supplies and Materials				$8		$75						$83
31 Equipment						$20				$87		$107
32 Land and Structures												
42 Insurance Claims and indemnities												
Total		$6,968		$15	3	$562	36	$1,294		$87	39	$8,926

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
SALARIES, OFFICERS AND EMPLOYEES

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993	1,360	$50,778
BUDGET BASE, 1993	1,360	$50,778
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		$6,968
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		$471
2. BUDGET YEAR PAY ADJUSTMENT		$1,347
3. BUDGET YEAR LOCALITY PAY		$1,299
4. FULL FUNDING OF AUTHORIZATION		$370
5. MERITORIOUS/LONGEVITY INCREASE		$2,031
6. TEMPORARY POSITIONS		$782
7. OVERTIME PAY		$20
8. RECLASSIFICATIONS		$648
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		$15
1. TRAVEL		$2
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		$2
5. SUPPLIES		$8
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		$3
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES	39	$1,943
1. LEGISLATION	3	$562
2. WORKLOAD		$1,294
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD	4	
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES	32	$1,294
3. EQUIPMENT, MAINT, REPAIRS, ETC.		$87
a. REPLACEMENT AND UPGRADE		$87
II. NET INCREASE/DECREASE REQUESTED	39	$8,926
III. TOTAL APPROPRIATION REQUEST, 1994	1,399	$59,704

JOINT ECONOMIC COMMITTEE

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STEPHEN A. QUICK,
EXECUTIVE DIRECTOR

Congress of the United States
JOINT ECONOMIC COMMITTEE
(CREATED PURSUANT TO SEC. 5(a) OF PUBLIC LAW 304, 79TH CONGRESS)
Washington, DC 20510-6602

HOUSE OF REPRESENTATIVES

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HAMILTON FISH, Jr., NEW YORK

December 23, 1992

The Honorable Vic Fazio
Chairman
Subcommittee on Legislative Branch Appropriations
House Appropriations Committee
H-301 The Capitol
Washington, D.C. 20515

Dear Mr. Chairman:

I am pleased to submit to the Legislative Branch Appropriations Subcommittee this letter of justification for the budget request of the Joint Economic Committee for Fiscal Year 1994. As you know, in the 103rd Congress, the Committee will be chaired by a member of the House of Representatives. Accordingly, this letter represents my best judgement with respect to the resources the next chairman will need in the 1994 Fiscal Year.

Before presenting my estimate of the Committee's budget requirements for the coming fiscal year, let me briefly review the work of the Committee in the second session of the 102nd Congress. The Committee had an active year in 1991, holding a total of 58 hearings and issuing six reports along with a regular newsletter on the state of the economy. (See attached lists of hearings and publications.)

Although the Committee does not write legislation, a number of issues addressed by the Committee had relevance to the legislative process. The Committee's hearings have examined such major economic issues as defense conversion, trends in income and poverty, U.S. competition and relations with the Japanese economy, U.S. relations with Latin America, telecommunications infrastructure, agricultural industrialization and the family farm, and policies for high-wage jobs.

The Committee's reports for 1992 were timely and well-received. The economic trends over the past year have been erratic. During this period, the Committee has emphasized communication with Congress to clarify the actual economic performance of our Nation. The Committee has held several hearings on the state of the economy and has distributed a regular newsletter to Members that describes the state of the economy according to the best available economic indicators.

The Committee has for many years made available studies on the economic developments of the Soviet Union, Eastern Europe, and China. This year the Committee found great interest in the studies on the economic policy and trends in Russia, the new governments of Eastern Europe, and situation in China.

The Committee also issued two widely noted reports on major income related trends. The first study, comparing the rise in income with the rise in hours worked for married couples with children, provided empirical analysis on an issue that had depended previously on anecdotal information. The second study, charting the trends in men's incomes at comparable stages of their careers for the last four decades, also contributed to the on-going national debate on economic trends.

Against this background, the Committee is requesting 51 staff positions, the same number that the Committee has had since Fiscal Year 1989. The Committee is requesting $4,300,00 which represents an increase of $280,000. This request is entirely accounted for by the anticipated cost-of-living adjustments and increased agency contributions, over which the Committee has no control.

Over the next year, the Congress will be involved in making important legislative decisions regarding the economy and the economic performance of our Nation. This debate will not be a simple one, and the need for thoughtful economic analysis has never been greater. The Committee has provided such analysis for over 45 years. In these difficult times, I believe it is important for the Committee to continue to provide a forum for analysis and debate on important economic issues.

I appreciate your attention to the Joint Economic Committee's request.

Sincerely,

Paul S. Sarbanes

Paul S. Sarbanes
Chairman

Enclosures

1992 Joint Economic Committee Hearings

Full Committee

January 9	The 1992 Economic Report of the President
January 10	December Employment Situation
January 10	The 1992 Economic Report of the President
January 13	The 1992 Economic Report of the President
January 31	The 1992 Economic Report of the President
February 6	The 1992 Economic Report of the President
February 7	January Employment Situation
February 12	The 1992 Economic Report of the President
March 3	The 1992 Economic Report of the President
March 5	Reinventing Government
March 6	February Employment Situation
April 2	U.S.-Latin American Relations in the 1990s
April 3	March Employment Situation
April 9	Defense Conversion
April 28	CO_2 Stabilization and Economic Growth
April 29	U.S.-Latin American Relations in the 1990s
April 30	New Responses to Community Distress
May 7	Intersection of Agricultural and Environmental Interests
May 8	April Employment Situation
May 8	U.S. Investment Gap
May 13	Foreign Direct Investment
May 19	Defense Conversion
May 22	Developing the Nation's Telecommunications Infrastructure
May 28	Roundtable Conversations on the State of the Economy and Economic Policy
June 5	May Employment Situation
June 11	Improving Long-Term Decision-Making in Government: Alternative Approaches to Budgeting
June 12	Developing the Nation's Telecommunications Infrastructure
June 18	Economic Diplomacy with Japan
July 2	June Employment Situation
July 8	Agricultural Industrialization and Family Farms
July 22	Japan and the Asia-Pacific Region
July 28	Roundtable Conversations on the State of the Economy and Economic Policy
August 7	July Employment Situation
August 12	Roundtable Conversations on the State of the Economy and Economic Policy
September 3	American Incomes and Poverty at Labor Day 1992
September 4	August Employment Situation
September 4	American Workers at Labor Day 1992

September 16	Creating High-Wage Jobs in a Global Economy
September 30	Science, Technology and the States
October 2	September Employment Situation
October 21	Agricultural Industrialization and Family Farms
November 6	October Employment Situation
November 6	Outlook for Jobs and Recovery
December 4	November Employment Situation
December 30	Monetary Policy for 1993

Subcommittee on Economic Goals and Intergovernmental Policy

March 4	U.S. Agriculture Competitiveness
June 4	Briefing on Pacific Region

Subcommittee on Education and Health

March 23	Future of Our Schools
November 24	Teenage Pregnancy: Economic and Social Costs

Subcommittee on Investment, Jobs and Prices

June 17	The Structure of the Hospital Industry in the 21st Century
June 24	The Structure of the Hospital Industry in the 21st Century

Subcommittee on Technology and National Security

February 27	Collision Course in Commercial Aircraft: Boeing, McDonnell Douglas and Airbus
March 4	Release of Competitiveness Policy Council Report
March 13	Arms Trade and Nonproliferation
June 8	Economies of the Former Soviet Union and Eastern Europe
July 27	Economic Change in China

1992 Joint Economic Committee Reports

1. **Families on a Treadmill: Work and Income in the 1980s.** January 17, 1992.

2. **The 1992 Joint Economic Report on the 1992 Economic Report of the President.** March 21, 1992.

3. **Eastern Europe: Struggling to Stay on the Reform Track.** Subcommittee on Technology and National Security. June 8, 1992.

4. **The New Russian Revolution: Transition to Markets in Russia and the Other Commonwealth States.** Subcommittee on Technology and National Security. June 8, 1992.

5. **The Chinese Economy in 1991 and 1992: Pressure to Revisit Reform Mounts.** Subcommittee on Technology and National Security. July 27, 1992

6. **Men at Work.** September 2, 1992.

Schedule A

JOINT ECONOMIC COMMITTEE
SUMMARY
By Organization and By Object Class

	FY 92 Actual		FY 93 Estimate		FY 94 Estimate		Net Change 93/94	
CATEGORIES	Staff	Dollars	Staff	Dollars	Staff	Dollars	Staff	Dollars ($000
1. Breakdown by Organization: JOINT ECONOMIC COMMITTEE	51	4,020	51	4,020	51	4,300	--	280
2. Breakdown by Object Class:								
Personnel Compensation		2,963		3,064		3,186		122
Reimbursable Detail		15		100		100		--
Personnel Benefits		703		696		854		158
Travel		10		22		22		--
Communication (Telephone)		10		20		20		--
Other Services (Hearings, Subscriptions, Petty Cash, Equipment)		117		100		100		--
Stationery Supplies		23		18		18		--
TOTAL	51	3,841	51	4,020	51	4,300	--	280

Schedule B

JOINT ECONOMIC COMMITTEE
Analysis of Change to Budget Base by Organization and Object Class

	Mandatory Pay and Related Costs		Price Level Changes		Workload		TOTAL CHANGES	
CATEGORIES	Staff	Dollars	Staff	Dollars	Staff	Dollars	Staff	Dollars
1. Breakdown by Organization								
JOINT ECONOMIC COMMITTEE		280						280
2. Breakdown by Object Class								
Personnel Compensation		122						122
Personnel Benefits		158						158
Travel		--						--
Subscriptions		--						--
TOTAL		280						280

Schedule C

JOINT ECONOMIC COMMITTEE
Detailed Analysis
of Change by Organization

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, FY 1993	51	4,020
	FY 1994 Request	
I Adjustments to Base	Staff	Amount ($000)
A. Mandatory Pay and Related Costs		280
1. Promotions, merit increases		
2. Annualization-1993 cost of living		70
3. 1994 anticipated cost of living		52
3. Agency Contributions		158
B. Price Level Changes		
1. Miscellaneous Expenses		
C. Program Type Changes		
1. Legislation		
2. Workload		
a. Increase in Staff		
3. Equipment, Alterations etc.		
II. Net Increase/Decrease Requested		280
III. Total Appropriation Request, FY 1994	51	4,300

Schedule D

JOINT ECONOMIC COMMITTEE
Summary of Committee Request
FY 1994 Budget Request

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, FY 1993	51	4,020
Proposed Changes for FY 1994		
Mandatory Pay and Related Costs		280
Price Level Changes (Miscellaneous)		...
Program Type Changes		
Legislation		...
Workload		...
Equipment, Alterations		...
TOTAL PROPOSED CHANGES		280
FISCAL YEAR 1994 BUDGET REQUEST	51	4,300

JOINT COMMITTEE ON PRINTING

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Joint Committee on Printing
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December 18, 1992

The Honorable Vic Fazio
Chairman, Subcommittee on
Legislative Branch Appropriations
Committee on Appropriations
U.S. House of Representatives
Washington, D.C. 20515

Dear Mr. Chairman:

The Joint Committee on Printing (JCP) hereby transmits its budget estimate of $1,421,000 covering Committee operations and oversight activities for Fiscal Year 1994. Included within this presentation is a discussion of activities and projects we expect to continue and/or initiate during Fiscal Years 1993 and 1994.

JURISDICTION, AUTHORITY AND RESPONSIBILITIES

The Joint Committee on Printing, whose authority and responsibilities are prescribed by Title 44 of the United States Code, acts as the policymaker and overseer of the printing, binding, and distribution activities of the Federal Government, as well as acting as the "Board of Directors" for the Government Printing Office (GPO).

The broad jurisdiction and responsibilities of the Joint Committee are codified in Section 103 of Title 44 which states that the JCP "may use any measures it considers necessary to remedy neglect, delay, duplication or waste in the public printing and binding and the distribution of Government publications." Other sections of Title 44 enumerate specific activities which are subject to regulation or approval by the JCP.

The Joint Committee has completed another active year which involved hearings held on reviewing GPO activities and a second in-depth examination of the Department of Defense (DoD) consolidation of printing services. The year has not been without its challenges to the jurisdiction of the Committee in its efforts to control and minimize costs to the Federal Government, Congress, and the American taxpayer. As a result of these challenges, the Committee actively sought and received legislative assistance to correct abuses in Federal spending, and redirect the transmittal of more Government information to GPO for production or placement on Federal Printing Program commercial contracts. The House and Senate Subcommittees on Legislative Branch Appropriations have been extremely cooperative and supportive in assisting our efforts to clarify and promote the Committee's continuing role to achieve greater printing efficiencies within Executive Branch agencies and GPO, while maximizing public access to Government information. We thank you for your assistance to us in these endeavors.

I. ESTABLISHMENT OF POLICY TO AFFECT THE FORMULATION OF THE PRINTING, BINDING, AND DISTRIBUTION OF FEDERAL PUBLICATIONS

1. Reinforcing GPO's Role as the Single Source for Government Printing

In Fiscal Year 1993, the Joint Committee sought and received further assistance in formulating Legislative language to reinforce Government printing through GPO. The Legislative Branch Appropriations Act of 1993, P.L. 102-392, section 207, again codified language prohibiting the obligation or expenditure of appropriated funds by any Executive Branch entity, with some exceptions, to purchase any printing related to the production of Government publications unless the procurement is by or through the Government Printing Office. New language limited exceptions to this procurement requirement to those specifically authorized by law. The new language also prohibits intragovernmental procurement other than through the Government Printing Office. Included within the Conference Report accompanying this Bill, however, was language recognizing Joint Committee on Printing authorization of the Federal Prison Industries as an alternative source of printing. The Joint Committee on Printing, Government Printing Office and the Federal Bureau of Prisons are currently working toward an agreement which will accommodate the training of inmates in the printing trade while not significantly impacting on the level of work procured through GPO.

In addition, the Joint Committee was successful in obtaining language within the Conference Report accompanying the FY 1993 Defense Appropriations Bill, which directed the Department of Defense to adhere to the requirements of Title 44, U.S. Code and the Joint Committee's Government Printing and Binding Regulations. The Conferees adopted the House Report language which specified certain requirements, directed that $33 million in Senate-identified printing efficiencies be achieved, and prohibited the use of appropriated funds for the acquisition of new printing or duplicating equipment until certified by the Joint Committee on Printing. The Joint Committee is continuing its efforts to ensure that DoD's printing services consolidation is accomplished in the most efficient and economical way.

The Joint Committee on Printing greatly appreciates this assistance of the Appropriations Committees in providing language supporting its efforts to ensure the economical operation of the Federal Printing Program.

2. Fiscal Year 1992 Joint Committee Hearings

A. Annual Review of GPO Activities

On January 30, 1992, Chairman Charlie Rose and Members of the Joint Committee on Printing held the annual oversight hearing on the activities of the Government Printing Office. The hearing focused on previous General Accounting Office (GAO) audit programs which had identified financial and management deficiencies within the Agency.

GAO officials testified that GPO had made substantial progress in 9 of the 13 management areas which had previously been identified as deficient. The four areas in which GPO had less than satisfactory ratings were: reduction of paper waste and spoilage,

implementation of the Total Quality Management program, issuing quality and timely guidance on awarding of contracts, and the development of a system for monitoring customer complaints.
The Public Printer indicated that GPO was working to improve all of the identified problem areas.

The Public Printer also testified that GPO would not raise prices to its customers in FY 1992, and was taking steps to minimize the Agency's overhead costs by $7.9 million by reducing overtime, travel, performance awards, subscriptions, and not filling some personnel vacancies.

B. Department of Defense Consolidation of Printing Services

On August 4, 1992, Chairman Charlie Rose and Members of the Joint Committee on Printing held a second hearing to further examine the Department of Defense consolidation of printing services. The hearing focused on the results obtained by GPO personnel after conducting a Southern Area operational test of all Defense Printing Service facilities contained in that area. The Southern Area pilot test was called for in a JCP Resolution dated February 28, 1992, which was approved by the Membership of the Committee. The test was to determine whether the proposed operational consolidation would achieve the desired goals of improving DoD's printing and duplicating functions and obtaining savings through greater efficiencies, reduce workloads and personnel, reductions of printing and duplicating facilities, and less costly procurement through the use of GPO term contracts.

Representatives from GPO's Review Teams, the Public Printer, General Accounting Office, Department of the Navy, Defense Printing Service and the private sector testified at the hearing.

The GPO Teams' findings from the review of the 40 existing printing facilities revealed that: (1) anywhere from 39% to 75% of the existing workload could be procured from the private sector at approximately 50% lesser cost; (2) the vast majority of both printing and duplicating facilities have significant excess capacity in both equipment and personnel; (3) DPS officials plan to continue marketing their services and capabilities and accept work from any Federal agency in violation of Title 44, USC; (4) there was a lack of consistency in maintenance of production worklogs and records -- which raises serious questions about the data previously received in formulating the DMRD plan and savings estimate; (5) no DPS-wide procedures or plans were evident at any of the sites to dictate a Department-wide implementation plan, and (6) despite official notification to the appropriate DoD officials in Washington, D.C., none of the sites visited, including the Southern Area Headquarters, had any knowledge of the JCP Resolution nor its operational test requirements. As a result, there was a lack of preparedness for the review team visits.

The primary finding of the hearing was that the GPO could procure a substantial amount of printing and duplicating work for the Department of Defense at 50 cents on the dollar. In addition, DoD has been procuring equipment without the approval of the Joint Committee on Printing despite language included in the FY 1993 Defense Appropriations Conference Report requiring approval by the JCP. The Joint Committee will continue to keep the Appropriations Committees appraised of the status and the relative cost-effectiveness of the DoD printing consolidation.

3. New JCP Initiatives and Policies Affecting Agency In-House Printing and Duplicating Operations

The Joint Committee has always promoted the use of new printing and publishing technologies by Federal Agencies when it demonstrates cost savings and other significant benefits to the Government. While we are proud of our achievements over the years in this area, much remains to be done. The Joint Committee has already undertaken and is planning to start additional activities in the immediate future to provide even more efficiencies and cost savings to the Government.

A. Digital Publishing Systems - During FY-92, the Committee worked with the General Accounting Office in establishing a project to evaluate the use of a digital publishing system to produce certain high-priority reports in-line from digital files. This application will allow GAO to discontinue certain elements of their traditional printing plant and realize a substantial savings. If proven successful, the careful application of this type of technology has the potential to speed delivery of critical printing that must be done at in-house Government facilities and at the same time achieve real operational savings. The technology is also compatible with private sector contractor systems so that work in digital files that does not have to be done on a Government site can be electronically transmitted to a GPO established contractor.

B. Exempted Agency Printing - Over a period of time, a number of agencies have obtained exceptions to sections of Title 44 USC to allow their direct procurement of printing. An initial review of these agency exemptions by Joint Committee staff found little justification for continuing such exemptions. It is also clear that agencies that are now exempt from obtaining printing through GPO also tend to disregard other key provisions of Title 44 USC that they are not exempt from. As a result, nonstandard expensive papers are ordered and copies of publications are not provided to the Superintendent of Documents for public sales or distribution to the Depository Library System. As the Joint Committee feels that there is substantial savings to be realized by bringing this work back into the Federal Printing Program, the JCP will undertake an agency-by-agency review of all current exemptions and will recommend changes as appropriate to maximize savings to the Government.

C. Printing Plant Rechartering - The Joint Committee staff is currently in the process of formulating plans and procedures to be followed in the initiation of rechartering all 223 Executive Branch printing plants. It was evident from the review of the Defense Printing Service printing facilities in the Southern Area, that many of the facilities were over-equipped, over-staffed and producing a sizable portion of work which could more economically be procured through the private sector. The Joint Committee intends to proceed on an agency-by-agency basis by requesting information and justification for the existence of each printing facility. Sixty-six percent of all existing printing plants are operating to support various Department of Defense organizations and all of these facilities will be included within this rechartering effort.

D. Duplicating Center Oversight - A trend that has become apparent to the Joint Committee over the past two years, is the proliferation in the establishment of duplicating centers and the acquisition of costly copier/duplicating equipment. While the Defense Printing Service is the primary player in this area, many other Executive Branch agencies are downgrading from printing plant status to duplicating centers. The Joint Committee has had no reporting requirements in place for these centers and unless Committee oversight is implemented, many Agency printing activities will be removed from accountability which will ultimately result in inefficient and costly operations. It is anticipated that communications announcing new reporting procedures will be in place by early 1993.

4. Joint Committee Activities Regarding Executive Branch Printing Activities

The Joint Committee staff has continued to work closely with printing officials of Executive Branch agencies over the past year to more closely monitor the economy, efficiency and effectiveness of printing activities within their organizations. Closer and more frequent communications with Agency representatives to the Federal Interagency Council on Printing have been instituted, and a wider range of ideas and solutions to stated problems have been effected. The status of some specific new and ongoing analyses of Federal Printing programs follows:

A. Program 902-S - The Government Printing Office is currently soliciting proposals for the Air Force Automated Publishing System (Program 902-S) to provide the Air Force and other Department of Defense organizations with state-of-the-art electronic publishing services from commercial contractors. This system will be fully compatible with DoD's Joint Computer-Aided Acquisition and Logistic Support (JCALS) program to provide its users with most necessary printing and publishing services. This approach differs from DoD's current approach, through the Defense Printing Service, that focuses on acquiring very expensive hardware for in-house production of published products. Program 902-S will not acquire hardware (that is subject to rapid technology advances and quickly becomes obsolete) and thus avoids the repetitive need for major capital investments. The primary focus of Program 902-S is on the delivery of traditional as well as modern electronic publishing services. The Joint Committee is supporting the development of Program 902-S and is attempting to discourage DoD from acquiring unnecessary printing production hardware.

B. Department of the Army - Picatinny Arsenal, Dover, NJ

In February 1992, the Joint Committee on Printing requested the assistance of the Department of Defense Inspector General to resolve the issue of the Picatinny Arsenal's operation of a printing plant without JCP authorization. The Joint Committee had previously approved the acquisition of an electronic printing device for the facility with the understanding that a press, authorized for a chartered JCP printing plant, would be removed from the site and the printing plant charter rescinded. The Picatinny facility did not comply with this directive and continued to operate in violation of section 501, Title 44, USC. The DoD Inspector General effectively resolved the issue by ensuring that the printing press was removed from the Picatinny facility.

C. JCP Discussions on Memorandum of Understanding with GSA

An area of continued concern to the Joint Committee is GSA's expansion of its role in providing printing and related services to Federal agencies. This expansion has occurred at the expense of commercial procurement through GPO, which has proven to be half as expensive as the cost of Executive Branch in-house printing and duplicating. Preliminary discussions between JCP staff and GSA officials have been held and will continue into 1993. It is anticipated that an agreement, in the form of a Memorandum of Understanding, will be obtained and it will provide a basis to eliminate duplicative efforts in Government printing.

D. Department of Defense Printing Services Consolidation

The Joint Committee remains firmly convinced that DoD's implementation of their printing services consolidation plan runs counter to a meaningful, efficient, and cost-effective effort. The Joint Committee, with the assistance of the Senate and House Appropriations Committees, was successful in obtaining language in the Conference Report accompanying the FY 1993 Department of Defense Appropriations Bill which should have corrected many of these violations. Unfortunately, this language and Congressional intent has been ignored. The Joint Committee intends to pursue the implementation of a true consolidation, one that actually downsizes Departmental printing capacity and maximizes procurement of services from the private sector. We believe that our efforts, if successful, could result in savings as high as a half billion dollars to the American taxpayer over the next five years.

E. National Aeronautics and Space Administration

In response to the report of NASA's Inspector General and at the direction of the Joint Committee on Printing, NASA agreed to the disestablishment of four of their printing plants, three of which will be downgraded to duplicating status as of December 31, 1992, and the fourth on June 30, 1993. These actions were taken after the issuance of the Inspector General's report which in part, stated that it was not cost efficient to continue plant operations at these NASA locations. It is anticipated that NASA and the Federal Government will obtain significant financial benefits when the printing and duplicating requirements have been directed to GPO for commercial procurement.

In a related matter, NASA's Inspector General was again asked to assist the Joint Committee by conducting an investigation into the illegal procurement of printing services for the Agency directly from the private sector. The Inspector General has responded and initiated a review into this issue.

F. Federal Prison Industries and Joint Committee on Printing Memorandum of Understanding

The Joint Committee on Printing has committed to facilitating a Memorandum of Understanding between the Government Printing Office and the Federal Prison Industries (FPI) to accomplish the goals set out in the Conference Report accompanying the FY 1993 Legislative Branch Appropriations Bill. The Conferees recognized that FPI is authorized by the Joint Committee as an alternative printing source and expects all parties to reach an agreement which will facilitate the training and employment of increased numbers of inmates in the printing trade while not significantly impacting on the level of work procured through GPO. Actions are currently underway to select appropriate personnel from each Agency and the Joint Committee to begin these negotiations.

II. OVERSIGHT OF THE GOVERNMENT PRINTING OFFICE'S POLICIES AND OPERATIONS

The Joint Committee on Printing is the oversight and policy-setting body for the Government Printing Office which is charged as the Agency for providing printing and related services to the Congress and the Federal Government. It is the Joint Committee's responsibility to ensure that GPO meets the printing needs of Congress and the Executive Branch in an expeditious and cost-effective manner while at the same time ensuring that the public has the widest possible access to Government-published information. Following are some examples of Joint Committee actions and approvals designed to better assist GPO in its overall operational capabilities:

1. Passport/Postal Card Press

The new 6-color passport press which was approved by the Joint Committee to meet the needs of the Department of State was received in June 1992, with installation now completed and press operators trained in its use. Final testing is being concluded and the press is expected to be fully operational to produce newly designed U.S. passports beginning January 4, 1993. GPO will also use the same press for printing postal cards for the U.S. Postal Service.

2. Web Offset Presses

In July 1992, the Membership of the Joint Committee on Printing voted to authorize the Public Printer to purchase three new 64-page web offset presses to replace the four very obsolete web letterpresses currently being used for the production of the Congressional Record and the Federal Register. Competitive procurement procedures are in their final stages and delivery of the first unit is anticipated by April 1994. The expected total cost for the three presses is $14,490,000, and it is anticipated that operational savings of $482,000 annually will be realized upon the installation of the new equipment.

3. Improved Composition System

The Joint Committee approved the purchase and installation of a second VAX client-server computer to modernize GPO's composition area and provide an electronic backup system. This system, operational in 1992, has resulted in more efficient utilization of manpower as well as improved individual quality and productivity. The total effect is a significant savings in both time and cost, coupled with producing a more timely product to the Congress with fewer "cut" Records.

4. Federal Register

Having received Joint Committee approval, GPO is in the process of installing an additional VAX text-processing system to produce the Federal Register. While this system is separate from the main GPO composition, configuration will be compatible so that computer backup will be possible. The Federal Register data base requirement is so large that the separate system is necessary to efficiently process their material. This system will also help provide the necessary equipment for future electronic dissemination of Register information and the Code of Federal Regulations.

5. Print-On-Demand

In May 1992, GPO demonstrated the ability to provide final typeset Congressional bills on a print-on-demand basis. This is accomplished by archiving the typeset database as a PostScript file on optical disk equipment. The plan is to eventually have laser printers with the special fonts available at strategic locations on the Hill.

6. On-Line Congressional Record

In order to provide the most timely information and service to Congress, GPO is converting from the present locator code system used to prepare a printed Congressional Record, to SGML, Standard Generalized Mark-up Language, enabling an electronic version to be accessible on-line as it is being created. In addition to having an electronic version of the Record available, this marking system will vastly improve the ability for effective searches, and the data can be utilized without further manipulation to produce compact discs. The intent is to utilize commercially available software packages providing the basic framework for customization. Implementation will then be phased in by sections of the Record, with a scheduled final product date of January 1994.

7. CD-ROM Task Force

At the initiation of the Joint Committee a task force made up of professional researchers, librarians and publication specialists, has been assembled to develop requirements for producing the Congressional Record on CD-ROM. Since primary requirements of this archival medium for publishing are the same as for the on-line product, the efforts of the task force are at a temporary hold until GPO has finalized the features of retrieval software. Attempts are being made to use the same software for both on-line and CD-ROM products.

8. U.S. Code on CD-ROM

The Joint Committee on Printing facilitated the publication of the U.S. Code on CD-ROM through the Government Printing Office which was issued by the Law Revision Counsel in December of 1992. The CD-ROM publication contains the entire United States Code on a single searchable disc which will be updated and reissued on an annual basis. The discs are now available to selecting depository libraries and are available for sale through the Superintendent of Documents at a cost of $30 per disc. The cost of the bound version of the U.S. Code is $1,235 per set.

9. Congressional Record Index

The Joint Committee continues to manage the activities of the Congressional Record Index Office. Semi-monthly indexes continue to be issued on a current schedule and the backlog of annual indexes has been reduced. Annual indexes are now being released for publishing and distribution on the average of every six months. Processing more recent issues at this same rate may become accelerated since maintenance of data bases for these years has improved. During 1992, annual indexes were completed and released for printing for 1983 and 1984. It is expected that the 1987 index will be completed by the end of this year.

As a result of workload distribution at the Office of the Secretary of the Senate, it was agreed that the Index Office would prepare the index for the annual Senate Journal. This will be accomplished utilizing the same electronic database as for the semi-monthly indexes.

10. Bound Congressional Record

The 1987, 1988 and 1989 bound Congressional Record volumes were distributed to all offices and Regional Depository Libraries. The decision to publish the volumes in CD-ROM is pending the results of the survey distributed to libraries as part of the CD-ROM pilot project initiated in November 1990.

11. Legislative Branch Telecommunications Network (LBTN)

The LBTN planning team has been holding regular meetings to coordinate the efforts of the Legislative Branch organizations that will be part of the CapNET installation. The Joint Committee has been represented at each of the sessions to stay abreast of technological and policy developments, and to ensure that the GPO is developing their capabilities along the lines that are being recommended for network compatibility. These efforts are being coordinated by the Office of the Architect of the Capitol who has scheduled a target implementation date for the beginning of the 103d Congress.

12. Audit on GPO Financial Operations

As required by Title 44, the tri-annual audit of GPO's financial operations was scheduled to take place in Fiscal Year 1992. The General Accounting Office has contracted this project to Arthur Andersen and Company which began their work in July. The Joint Committee is expecting a preliminary report on this audit by January 1993.

13. Joint Committee Review and Analysis of GPO Procurement Contracts and Practices

The Government Printing Office administers the Federal Printing Program which utilizes competitive bidding among commercial printers to effectively provide Government printing requirements at the lowest possible cost. In response to Joint Committee concerns and those expressed by Members of the House Legislative Branch Subcommittee, the GPO Inspector General was asked to initiate an investigation into the Printing Procurement Program. That investigation began in June 1992 and will cover fiscal years 1989-1990, 1990-1991 and 1991-1992. Initial but very preliminary findings have indicated that at the very minimum, adequate controls governing this program are not in place. The Joint Committee intends to give this investigation a continued high priority. The project will be on-going for some period of time with reports being delivered periodically to the Joint Committee Staff.

An audit of the Paper Procurement Program was also requested by the Joint Committee, and was initiated in April, 1992. A final report covering three of the 10 identified issues is expected to be issued by the Inspector General in March, 1993. The audit will be continued until all issues have been examined.

14. GPO Labor/Management

The Joint Committee on Printing continues to discharge its responsibility under Section 305 of Title 44, United States Code, commonly referred to as the Keiss Act. Under the provisions of this act, the Joint Committee acts as the final appeal authority on disputes over rates of wages. In 1992, the Joint Committee utilized the services of a fact-finder to resolve the continuing impasse between GPO management and the International Association of Machinists. The fact-finder recommended an additional $.05 per hour per year increase over the standard 4% increase in the first year (retroactive to June 18, 1991), 3.7 - 4.1% in the next two years and 4.0 - 4.2% in the final year. The Members of the Joint Committee on Printing approved the recommendations of the fact-finder on May 19, 1992, and the approved recommendations were implemented as the governing bargaining agreement for the period from June 18, 1991 to June 18, 1995.

Prior agreements of the Joint Bargaining Council and the American Federation of Government Employees are continuing in effect through FY 1993 and 1994.

15. Oversight of the Public's Right of Access to Government Publications

A. Depository Library Program

The Congress established the Depository Library Program to make Government publications available at no cost for the use of the public in libraries across the country. There is at least one depository library in every Congressional District. The Joint Committee is responsible for the oversight of this program.

WINDO/Gateway/Access Bill - H.R. 5983

The Joint Committee continued to work with the Senate Committee on Rules and Administration and the Committee on House Administration to support the passage of legislation that would provide depository libraries and the public with on-line access to electronic Government information. The bill (WINDO - H.R. 5983) passed the House but did not receive Senate consideration. It is anticipated that a similar bill will be introduced in the Congress early in the 103d Congress.

Access to Electronic Information - Pilot Projects

In April of 1987, the Joint Committee on Printing passed a resolution approving the establishment of pilot projects to "test the feasibility and practicality of disseminating Government publications to depository libraries in electronic formats." The projects included three CD-ROM (Compact Disc--Read Only Memory) and two on-line projects. They were completed in July of 1991, and shortly after, all pilot participants were surveyed. The Government Printing Office is evaluating four of the projects and the Department of Energy is evaluating the DOE pilot. The General Accounting Office agreed to review and critique GPO's and DOE's work. GPO expects all evaluations to be complete by the end of 1993.

Final Congressional Record (1985)

All depository libraries received a copy of the Congressional Record on CD-ROM. The evaluation report has been completed by GPO and approved by GAO. It will be provided to the Joint Committee on Printing and the Appropriations Committee in December of 1992. The Joint Committee on Printing, after reviewing a draft of the report established a task force to plan for the publication of other years of the Congressional Record on CD-ROM.

Census Publications on CD-ROM

Since the initial census publication on CD-ROM was sent in 1988, some 75 CD-ROM titles have been distributed to depository libraries. GPO estimates it will have a completed report by September 1993.

Toxic Release Inventory Data Base (TRI)

Some 605 libraries received the 1987 edition of TRI on CD-ROM. Since that time the libraries have received the latest data each year on CD-ROM. Work on the evaluation was suspended by GPO in July of 1992, when the project officer resigned. As of November 1992, work resumed and GPO projects a completion date of September 1993.

Commerce Department Economic Bulletin Board

Some 100 libraries accessed the on-line Economic Bulletin Board for 6 months. GPO estimates an evaluation completion date of May 1993.

Department of Energy Bibliographic Data Base

Eighteen libraries accessed the on-line DOE data base for 6 months. GPO and GAO have reviewed two draft evaluation reports produced by the Department of Energy. GPO estimates completion of this report by February 1993.

Microfiche Backlog

At the Joint Committee's urging, GPO eliminated the backlog of publications waiting for conversion to microfiche for the depository library program, which as of November 7, 1991, was 7,100 titles.

Cataloging Backlog

As the microfiche production backlog was reduced and those titles were sent to be cataloged, they became part of the 31,207 titles in the cataloging backlog. GPO has asked for funds to eliminate this backlog through a contract, thereby freeing up staff to concentrate on current cataloging. The Joint Committee is concerned that because of the backlog, the public does not know which publications have been distributed to depository libraries and therefore, it supports GPO's request for additional resources. While GPO receives about 2,000 new titles each month and catalogs that same amount of titles each month, they need to catalog an additional 1,000 titles per month in order to eliminate this backlog.

The Joint Committee has continued to urge GPO to explore cooperative cataloging programs with other Federal agencies, especially those who catalog and index scientific and technical publications. GPO received sample cataloging tapes from several agencies and is exploring a means of building on the work already done by other agencies.

B. Sales Program

The Congress established the Superintendent of Documents sales program to sell publications to the public on a cost-recovery basis at a reasonable price. In order to improve the operation of this program, the Joint Committee authorized GPO to explore options for improving its automation and telephone systems. The Joint Committee continued to urge GPO to provide electronic products and services in its sales program.

As a result, GPO established the Federal Bulletin Board (FBB) to provide the public with current data -- such as EPA regulations which has proven to be popular with publishing agencies as well as other customers. The FBB operates on 16 telephone lines and next year will be expanded to 32 lines. It costs users from $2 to $21 to download a file with users paying their own telecommunications costs.

While the Joint Committee on Printing continues to support the public's easy access to sales publications through the GPO bookstore program, it asked GPO to evaluate the program and develop a strategic plan. During FY 1992, GPO moved four bookstores (Chicago, Jacksonville, Pueblo, and Atlanta) into commercial spaces where they are easily accessible to the public. GPO plans on moving 3 more bookstores (Milwaukee, San Francisco and New York) in FY 1993. Each of these stores has reported an increase in walk-in customers and the Chicago bookstore has reported an increase of 26% in sales.

The Joint Committee authorized GPO to conduct a 6-month pilot in which unsalable publications are sold on bid to resalers rather than sold as scrap to recyclers. The test attracted resalers as well as those interested in buying publications to distribute to school children. It also showed that there is more revenue in remaindering publications than in disposing of them as scrap.

C. International Exchange Program Backlog

As provided by law (44 USC, sec. 1719), the Library of Congress conducts official exchanges of Government publications with a number of foreign governments as determined by the Brussels Conventions of 1886, executive agreements, or treaties. Under the resulting International Exchange Service program, the Superintendent of Documents assembles and distributes the official exchange sets for the United States. The Library of Congress receives and houses the official publications of the other nations. The Joint Committee on Printing and the Joint Committee on the Library provide oversight.

Since early 1987, the United States has not been able to properly fulfill its part of the program because of serious difficulties in the selection, procurement, and timely distribution of publications. As of December 1992, 6,000 to 8,000 titles were waiting to be microfiched prior to being sent to foreign nations. A Joint Committee-sponsored working group has suggested that the foreign exchange libraries be added to the domestic depository computerized selection and distribution system. If implemented, this proposal should allow the program to operate far more efficiently and allow foreign libraries to pre-select publications, thereby reducing the number of publications printed, microfiched and later discarded.

16. Overall Management of GPO

During Fiscal Year 1992, the Joint Committee approved relatively few major capital expenditures with the exception of one major item. By a vote of the Committee Membership, GPO was authorized to purchase three 64-page web offset presses to be used in the production of the Congressional Record and the Federal Register, at an estimated cost of $10,702,000. GPO's original submission requested approval to acquire a total of seven new high-speed presses. The Joint Committee responded by advising the Agency to give further analysis to the need for the additional four presses and was invited to include a resubmission and rejustification for JCP evaluation, if it was concluded that such presses were essential to GPO operations. A cost avoidance of $6,255,000 was realized from the denial of this request. In addition, upon the installation of the three approved presses, it is anticipated that operational savings will be $482,000 annually.

In two other cost savings measures, the Joint Committee approved closing the Rapid Response Center's printing facility located at the Washington, D.C. Navy Yard, and authorized the downsizing of the printing plant within the New York Regional Printing Office by 2,842 square feet. It is estimated that annual savings of $1.5 million will result from these actions.

The Joint Committee approved a total of $11,071,000 in FY 1992 for GPO capital expenditures. A more detailed and extensive submission from the Agency was submitted to the Committee in early Fiscal Year 1993, which more fully addresses the modernization of their operations. The Joint Committee, upon approving additional expenditures for GPO, expects to see the facilitation of products and services to the Congress and Executive Branch customers. A summary of GPO expenditures for FY 1992 follows:

Type of Action	Total Valuation
Procurements	
Paper	$ 34,186,615
Capital Equipment Expenditures	11,071,000
Materials/Supplies	1,703,000
Subtotal:	$ 46,960,615
Leases	$ 8,378,000
Service Contracts	31,164,000
Repairs/Renovations/Maintenance	80,000
GRAND TOTAL:	**$ 86,582,615**

III. COMPILATION, PUBLICATION AND DISTRIBUTION OF CONGRESSIONAL PUBLICATIONS

1. Congressional Publications

The Joint Committee establishes policies, standards, and procedures for the printing of Congressional publications. These include bills, committee reports, hearings, committee prints, the Congressional Record, the Congressional Record Index, calendars, documents, and other publications printed by resolution.

The Joint Committee also oversees the distribution of the following Congressional publications to Members of Congress and Committees: Congressional Record; Congressional Record Index; U.S. Congressional Serial Set; U.S. Code; Statutes-at-Large; Treaties and International Agreements; Foreign Relations of the United States; Jefferson's Manual and Rules of the House; Deschler's Precedents; The Capitol: A Pictorial History of the Capitol and the Congress; Our Flag; the U.S. Constitution Annotated; How Our Laws Are Made; The Constitution; the Department of Agriculture Yearbooks; and the high school and college debate topics.

Pursuant to provision of law, the Joint Committee compiled and published the Congressional Directory and Congressional Pictorial Directory for the 102d Congress. Preparations for distribution of these two publications for the 103d Congress are underway.

A. Congressional Directory

The Congressional Directory, S. Pub. 102-4, was printed and delivered to Congressional offices in May of 1991. An electronic data base of the publication was provided to the Government Printing Office to facilitate sales to the public and agencies in electronic format as well as print format.

Work has begun on the Congressional Directory for the 103d Congress. Changes in the Congressional Districts caused by the reapportionment from the 1990 census will be reflected in the new edition. Working with House Information Systems, the Clerk of the House, the Secretary of the Senate, and the Bureau of the Census, the Joint Committee expects to save substantial keyboarding and typesetting costs by receiving data files for the new edition.

B. Congressional Pictorial Directory

The Congressional Pictorial Directory, S. Prt. 102-2, was delivered in February 1991. The text and photographs for the 103d Congress edition, S. Prt. 103-1, are being stored digitally by the Government Printing Office. Costs for the reproduction of this edition will be reduced by this automation. Images may be used for other products needed by the Congress without incurring the costs of resizing and recapturing these images. They also will be made available in electronic format to the Superintendent of Documents for public sale.

C. Authority and Rules of Senate Committees, 102d Congress

Working with the Office of the Senate Legal Counsel, the editorial staff of the Joint Committee compiled and printed Senate Document 102-6. This publication is distributed by the Document Rooms and the Senate Rules and Administration Committee. The new edition of this publication will be forthcoming from the Senate Rules Committee, after the passage of authorizing legislation.

D. Ceremony of Welcome for the Dalai Lama of Tibet

A joint Congressional delegation of House and Senate leaders held a ceremony of welcome for His Holiness the Dalai Lama of Tibet on April 18, 1991. House Document 102-150 was printed in May 1992, to commemorate the occasion.

E. Retirement Tributes to Morris K. Udall of Arizona

The special orders held in tribute to the retiring Member from Arizona, Morris K. Udall, were printed as a House Document.

F. Our American Government

This House Document, last printed in 1981, will be updated and substantially re-edited for use by House and Senate Members.
Distribution is set for the beginning of the 103d Congress.

G. Columbus in the Capitol

To commemorate the 500th anniversary of Columbus' voyage to the New World, a House Document describing the artworks of
Columbus in the Capitol was printed and distributed to Members in October 1992.

H. Other Printing Activity by the Joint Committee

The Joint Committee will publish pursuant to statute, eulogies for Senator John Heinz of Pennsylvania, Senator John Tower of Texas, Senator Quentin Burdick of North Dakota, Representative Silvio O. Conte of Massachusetts, Representative Walter Jones of North Carolina, and Representative Ted Weiss of New York. Memorial tributes for Senator Spark Matsunaga of Hawaii were issued earlier this Congress.

In addition the annual reports of five veterans organizations were printed as House Documents, as provided by statute.

The national debate topic for high schools (Sen. Doc. 102-13) and the topic for colleges (H. Doc. 102-372) were prepared by the Congressional Research Service for printing by the GPO under the direction of the Joint Committee on Printing.

The Joint Committee also worked with the House Committee on the Judiciary for the issuance of the new edition of the Constitution of the United States (H. Doc. 102-188), which contains the language of the recently ratified 27th Amendment.

Working with the staff of the Architect of the Capitol and the U.S. Capitol Preservation Commission, the staff of the Joint Committee supplied editorial and indexing assistance for the publication of The Dome of the United States Capitol (S. Doc. 102-7).

2. Electronic Printing Services for the Congress

The staff of the Joint Committee worked with offices of the House and Senate in conjunction with the House Administration Committee and the Senate Committee on Rules and Administration to provide improved printing capabilities for use in official printing by the Congress. A new system was developed to review all printing applications and automation installations within offices. These new procedures were implemented to maximize the most efficient and cost-effective means of obtaining Congressional printed products.

A. On-Demand Printing Centers

Demonstration projects have been set up for offices in the Capitol and the Congressional office buildings, particularly in the Document Rooms, to receive facsimile copies of printed bills from the GPO. A high-speed electronic link to the Government Printing Office will support on-demand printing applications for use by legislative staff. The products are exact replicas of the legislation printed by the GPO. Anticipated cost reductions are expected by the reduced need to order large quantities of printed legislation. Items may be reproduced singly or in multiple copies on this system. If the service is requested by the Senate and House of Representatives, On-Demand Printing Centers may be in place at the commencement of the 103d Congress.

B. Congressional Service Centers

The pilot project of a GPO-staffed Service Center has been in place in the Senate Hart Building since May of 1991. Currently three GPO printers are keyboarding, editing, and proofreading hearings, committee prints, and documents for Congressional Committees. GPO has developed procedures for managing the work, and is now charging about half the cost for work produced in these services centers as compared to what they would charge for the same work if produced at the GPO plant. The overhead costs of running the GPO facility are not being added to the costs of labor for the work.

Smaller committees without staff printers or GPO printers detailed to them (e.g., Senate Small Business, Senate Intelligence, Senate Select Prisoners of War and Missing in Action) are using the Senate Service Center to support their printing needs. Larger standing Committees who do have printers assigned to them occasionally have used the Service Center when their workload was heavier than normal (e.g., Senate Aging, Senate Agriculture and Forestry, Senate Governmental Affairs, and Senate Labor and Human Resources). The Joint Committee will be evaluating the need to continue operating this service center during the 103d Congress.

Although no House Service Center has been established, the likely location of one would be the Ford House Office Building (old Annex 2), since most of the Committee printers serving the House are located in that complex.

C. GPO Detailees to Congress

Throughout 1992, representatives from GPO management visited the senior staff of Senate and House committees and administrative offices to identify GPO's printing services for the Congress, to highlight procedures and practices that could reduce printing costs, and to facilitate the timely flow of work to the Congress. Preliminary statistics indicate that FY 1992 detailee overtime hours will decline by approximately 2,000 hours from Fiscal Year 1991. It is the hope of the Joint Committee that these efforts to educate committee staffs and improve communications between GPO and committees with detailees will help to appropriately achieve more accurate and lesser levels of charges to the Congress.

IV. ESTABLISHMENT OF STANDARDS AND SPECIFICATIONS FOR PRINTING PAPERS PROCURED FOR AND USED BY FEDERAL DEPARTMENTS

1. Government Paper Specification Standards

The law requires the Joint Committee to set standards for printing and writing papers for the Federal Government. These paper standards must be used by all Federal Government publishers unless an exception is granted by the Joint Committee. The Joint Committee publishes the Government Paper Specification Standards, which define the Government's minimum needs for the approximately 100 types of printing papers used by the Federal Government. The standards also explain testing and acceptance criteria and indicate the availability of standard paper samples from the Government Printing Office.

In June 1992, the Joint Committee issued Amendment Number Two to the Government Paper Specification Standards that transmitted 38 new or revised paper specifications to Government users and industry. Many of the new specifications were specifically designed to facilitate use of new papers with recycled fiber content beyond the EPA guidelines. Also of note were several grades developed to address specific needs for certain more permanent papers. The Joint Committee has also put into place new procedures to increase the level of participation of Federal agency users in the paper specification development process.

2. Recycled Paper

In FY 1992, the Joint Committee on Printing continued to oversee the successful implementation of the Government Printing Office's comprehensive recycled paper purchase program. The program was begun in June 1989, at the Committee's direction, based on the guidelines issued by the Environmental Protection Agency, as mandated by the Resource Conservation and Recovery Act. Since the program began, more than 95 percent of the paper and envelopes bought by GPO, for in-house production for the Congress and for sales to Federal agencies, has contained a minimum of 50 percent recovered material content, as recommended in EPA guidelines. In addition, at the direction of the JCP, GPO has successfully purchased large lots of paper requiring at least 10 percent post-consumer waste. This action goes beyond the EPA guidelines and will be continued and expanded to more lots to the extent that industry is able to furnish such papers at a reasonable price.

During FY-92, GPO started using newsprint from their new supplier that has a 100 percent post-consumer fiber content. This newsprint is used to print the Congressional Record and the Federal Register. As this paper has posed no production problems and provides a 4.6% savings over the previous virgin newsprint contract, the Joint Committee directed GPO to exercise the first of two one-year contract extensions for calendar year 1993. There is no price increase for this extension.

COMPARISON BETWEEN THE JOINT COMMITTEE'S BUDGET REQUEST FOR FISCAL YEAR 1994 AND THE APPROPRIATION APPROVED BY THE CONGRESS FOR FISCAL YEAR 1993

The Joint Committee on Printing's Fiscal Year 1994 budget request of $1,421,000 is $30,000 more than the amount appropriated to the Joint Committee for the current Fiscal Year. The 2.2% increase is requested to supplement a substantial shortfall in the FERS category of personnel benefits experienced by the Joint Committee during the past fiscal year and will experience again in Fiscal Year 1993. No additional sums are being asked for personnel compensation, staffing or administrative expenses.

The Joint Committee during the past year has diligently and successfully met many of the challenges presented to not only the Committee's jurisdiction but to the Government Printing Office as the Federal Government's printer. We are continually monitoring, reviewing, and when necessary, taking actions to ensure that Congress, the Federal Government and the American taxpayer receive timely and quality products at the lowest possible cost. It is the Committee's intent to continue and improve its activities, and with this in mind, I respectfully ask that you give this budget submission your favorable consideration.

Sincerely,

Charlie Rose

Charlie Rose
Chairman

Schedule A

Joint Committee on Printing
Summary - Submission to OMB
By Appropriation and Object Class

Categories	FY 1992 Actual		FY 1993 Estimated		FY 1994 Estimated		Net Change 93/94	
	17 Staff	Dollars ($)	17 Staff	Dollars ($)	17 Staff	Dollars ($)	0 Staff	Dollars ($)
1. Breakdown by Appropriation Joint Committee on Printing		1,391,000		1,391,000		1,421,000		30,000
2. Breakdown by Object Class:								
11 Personnel Compensation		1,038,009		1,150,000		1,150,000		0
12 Personnel Benefits		218,517		207,000		237,000		30,000
21 Travel		5,461		12,000		12,000		0
23 Communications and Utilities		1,491		1,500		1,500		0
25 Other Services								
A. Temporary Personnel		18,443		8,000		8,000		0
B. Seminars/Training				1,000		1,000		0
C. Hearings/Meetings		2,235		6,000		6,000		0
26 Supplies and Materials		7,036		5,500		5,500		0
Total		1,291,192		1,391,000		1,421,000		30,000

Schedule B

Joint Committee on Printing
Analysis of Change to Budget
Base by Organization and Object Class

					Program Type Changes							
	1994 Mandatory Pay and Related Costs		Price Level Changes		Legislation		Workload		Equipment, Alterations Maintenance Replace, etc.		Total Changes	
Categories	17 Staff	Dollars (000)	0 Staff	Dollars (000)	0 Staff	Dollars (000)	0 Staff	Dollars (000)	0 Staff	Dollars (000)	0 Staff	Dollars (000)
Breakdown by Appropriations: Joint Committee on Printing		$30.0										$30.0
Breakdown by Object Class:												
11 Personnel Compensation												
12 Personnel Benefits		30.0										30.0
13 Benefits to Former Personnel												
21 Travel												
22 Transportation												
23 Rent, Communications, and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$30.0		$0.0		$0.0		$0.0		$0.0		$30.0

Schedule C

Joint Committee on Printing
Detailed Analysis of Change by Organization
FY 1994 Budget Request

	Calculation of Base	
	Staff 17	Amount ($000)
Appropriation, 1993		$1,391.0
	1994 Request	
I. Adjustments to Base	Staff 17	Amount ($000)
A. Mandatory Pay and Related Costs		
1. Staff Salary/Adjustment including COLA		
2. Increased Cost of Personnel Benefits		30.0
B. Price Level Changes		
1. No Change in Cost for Temporary Personnel		
C. Program Type Changes		
1. Legislation		
2. Workload		
a. No change in cost and frequency of travel		
b. No change in cost for hearings and related expenses		
3. Equipment, Alterations, Maintenance and Repairs, etc.		
a. No change in cost of Supplies, Equipment, and Materials		
b. No change in Communications and Utilities		
II. Net Increase/Decrease Required		30.0
III. Total Appropriations Request, 1994		$1,421.0

Schedule D

Joint Committee on Printing
Detailed Analysis of Change by Organization
FY 1994 Budget Request

	Calculation of Base	
	Staff	Amount ($000)
Appropriation	17	$1,391.0
Proposed Change for FY 1994	0	
Mandatory Pay and Related Cost		30.0
Price Level Changes		
Program Type Changes		
Total Proposed Change		30.0
FY 1994 Budget Request	17	$1,421.0

JOINT COMMITTEE ON TAXATION

Congress of the United States
JOINT COMMITTEE ON TAXATION
Washington, DC 20515-6453

January 8, 1993

Honorable Vic Fazio
Chairman
Subcommittee on Legislative
Committee on Appropriations
U.S. House of Representatives
Washington, D.C. 20515

Dear Mr. Chairman:

I am writing in regard to the fiscal year 1994 appropriation for the Joint Committee on Taxation.

Attachments A through D provide a summary of the activity of the Joint Committee on Taxation staff for calendar year 1992. The Joint Committee staff drafted 42 Committee Reports and 7 miscellaneous legislative reports during 1992 (see Attachment B). Included in these reports were several major legislative initiatives requiring significant staff resources. These initiatives included H.R. 4210, the Tax Fairness & Economic Growth Act of 1992, H.R. 11, the Revenue Act of 1992, H.R. 776, the Comprehensive National Energy Act, and H.R. 5260, the Unemployment Compensation Amendments of 1992. Further, the Joint Committee staff published 51 other documents during the year, including pamphlets prepared at the request of the House Committee on Ways and Means or Senate Committee on Finance for hearings held by those committees and pamphlets prepared for the benefit of the Members of Congress and their staffs in connection with tax issues of current interest (see Attachments C and D).

One of the statutorily mandated functions of the staff of the Joint Committee is the review of IRS' proposed refunds or credits of income tax, estate and gift tax, or any tax on public charities, foundations, pension plans, or real estate investment trusts in excess of $1,000,000. The staff makes a report on each refund case in excess of $1,000,000, and makes comments or recommendations with respect to the proposed refund case to the IRS. During 1992, the Joint Committee refund staff reviewed 641 proposed refunds.

Finally, the Joint Committee staff faced a significant increase in the number of requests for estimates of the revenue

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effects of various legislative proposals during 1992 (see Attachment A). In fact, the Joint Committee staff had a 61 percent increase in requests for revenue estimates in 1992 over 1991, from 1,461 to 2,350. This large percentage increase placed an enormous strain on the resources of the Joint Committee revenue estimating staff.

It is likely that the demand for Joint Committee staff services will be unprecedented in 1993 and 1994. The days of new massive, direct spending programs appear to be over. Instead, tax proposals are put forth as the preferred legislative response to social problems. If the major initiatives of the new Administration include such items as short term economic stimuli (e.g., investment tax credits) and overhaul of the U.S. health care delivery system critical demands will be placed on the staff of the Joint Committee on Taxation.

The Joint Committee staff received no increase in appropriations for fiscal 1993 over fiscal 1992. This freeze will (1) hamper the Joint Committee's efforts to fill authorized positions at a time when its need for qualified professional staff has never been greater, and (2) prevent the upgrading of computer equipment and services that enable the Joint Committee staff to respond promptly to requests for assistance from Members of Congress.

Accordingly, the appropriation request for fiscal year 1994 has three major components: (1) an increase in the amount dedicated to data preparation contracts; (2) the costs attributable to implementing fully the installation of an electronic document storage and tracking system; and (3) proposed increases in personnel expense to (a) cover the cost of filling available staff slots, (b) provide cost-of-living and merit increases for existing staff, and (c) increase the starting salaries for new professional staff members.

A. Summary of Budget Request

In a letter to the Clerk of House, dated November 5, 1992, I requested a total fiscal year 1994 appropriation of $6,593,000. This represents an $833,000 (14.5%) increase over the fiscal year 1993 appropriation. Because of the appropriation freeze for FY 1993, this increase effectively covers two fiscal years, rather than one. Details of this appropriation request are outlined below with justifications for the levels requested.

B. Details of Fiscal Year 1994 Appropriation Request

1. Nonpersonnel expenses

I am requesting a $452,000 increase in total nonpersonnel expenses. Although requested increases for many of the nonpersonnel items represent inflation adjustments only, certain of the items for which there are significant increases merit specific discussion.

a. Other services.--I am requesting an increase of $200,000 for other services. In addition to normal inflation increases, a significant proportion of the requested increase is intended to finance the cost of contracts with consultants.

This element of the request relates directly to the increased demands for assistance placed on the staff of the Joint Committee on Taxation by the Members of Congress. The needs of the Members for immediate responses to requests for revenue estimates and the substantial increase in the number of requests for revenue estimates that the Joint Committee staff receives has placed tremendous burdens on the Joint Committee's revenue estimating staff. To perform efficiently, the staff of the Joint Committee on Taxation has found it necessary to contract with certain private sector organizations to do work that the Joint Committee staff does not have the time or resources to do otherwise.

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The Joint Committee has budgeted $245,000 for consultant services. These funds are needed to hire consultants capable of assisting in the implementation of our document storage and tracking system (discussed in greater detail below) which will enable us to follow more closely the status of Member request and respond more quickly to such requests.

Also, the Committee will need outside assistance in converting to a new data retrieval and sampling procedure to be implemented by the Statistics of Income (SOI) division of the Internal Revenue Service. This extensive sample of taxpayer information forms the basis for most of the computer models utilized by the staff in conducting its revenue analysis work. The advanced tracking and new SOI sample design will require significant software development.

b. **Equipment.**--I am requesting a $240,000 increase in the appropriation for equipment expenses. We anticipate new equipment costs of $200,000 with additional costs for maintenance and repair of $40,000, for a total increase of $240,000. In addition to normal inflation increases incorporated into the appropriation request, there are two additional components to this request.

During FY 1993, the Joint Committee will install the first stage of an electronic document storage and tracking system that will improve the Joint Committee's ability to respond to Member requests in a timely manner. This system will run on equipment and software purchased with funds from FY 1992 and earlier years. Because of the funding freeze for FY 1993, no additional equipment purchases are planned for FY 1993. However, the success of the first stage will lead to additional equipment requirements in FY 1994. Full implementation of this system will not be possible without additional funds for equipment purchases in FY 1994.

Second, as the number of staff economists employed by the Joint Committee on Taxation has increased, the staff's needs for the computer equipment that these economists use on a daily basis similarly has increased. The purchase of new personal computers (PCs) for the economists is not a discretionary expense; 2 economists cannot share a PC because virtually all the staff economists spend a significant percentage of their days using their computers to prepare responses to Member requests.

In addition to the new equipment expenditures, expenditures for upgrades of existing equipment will be necessary. The Joint Committee on Taxation devotes significant resources to the preparation of revenue estimates, distribution analyses, and other economic analyses of proposed revenue legislation. The nature of this work and the speed with which the staff is normally asked to complete its analyses requires that the Joint Committee on Taxation staff utilize the most sophisticated and technologically advanced equipment. Thus, the staff finds it necessary to upgrade computer software and hardware constantly to enable the staff to provide the service required and expected by the Members of Congress.

In that regard, I anticipate that the Joint Committee staff will have to begin replacing the existing PCs with desktop work stations by the end of 1993. Many of the PCs are now several years old and seriously outdated. The technology that has led to the development of desktop work stations will be approximately 20 times faster than the Joint Committee staff's current PCs. The use of this technology will substantially improve the efficiency of the Joint Committee staff. However, it is likely that each desktop work station will cost in the neighborhood of $30,000 - $40,000.

2. Personnel Expenses

I have requested a total increase in the appropriation attributable to personnel expenses of $382,000 (7.0%). This amount represents an increase of 7.0% for 2 fiscal years because of the funding freeze for FY 1993. I believe this modest increase in the appropriation for personnel expenses is the minimum amount that will enable the Joint Committee staff to continue to hire and retain qualified professional staff members.

a. **Number of authorized positions.**--The Joint Committee on Taxation has 77 authorized staff positions for fiscal year 1992. As of January 1, 1993, 74 staff positions will be filled. Recent departures from the staff (i.e., in November and December of 1992) have brought the total staff positions below the authorized level, but this situation will be temporary.

b. **Calculation of payroll base.**--The $382,000 requested increase in the appropriation for personnel expenses was calculated based on the Joint Committee on Taxation's actual payroll for December 1992 with certain adjustments. A detailed description of these calculations is provided in Attachment E.

The Joint Committee staff's December 1992 payroll was $432,448. This payroll was adjusted to reflect the following: (1) the filling of all vacant positions at an estimated monthly expense of approximately $22,000, and (2) the 1993 authorized COLA. The assumed monthly payroll with these adjustments will be $458,620; this reflects an anticipated FY 1993 annual payroll expense of $5,503,440.

c. **Cost-of-living increase.**--The $5,503,440 anticipated annual payroll base was adjusted to reflect a $132,083 (2.4%) cost-of-living increase effective January 1, 1994.

d. **Merit increases.**--An additional $199,477 is requested to provide average merit increases of 3.54% effective for fiscal year 1994. This modest amount reflects a reduction in the amount requested for merit increases for FY 1993, despite the fact that this amount will effectively cover merit increases for 2 fiscal years (1993 and 1994).

As you know, the Joint Committee on Taxation professional staff, comprised of certified public accountants, Ph.D. economists, and lawyers with private law practice or significant government experience, agree to work for the Joint Committee on Taxation at salaries substantially below those available in the private sector. During 1992, a number of economists and lawyers (with significant experience) left the

Joint Committee staff to pursue other career options. Unless an adequate increase in the Joint Committee's appropriation is approved, it is likely that there will be further departures. Ultimately, this turnover of highly qualified, experienced staff who are replaced with less experienced staff members will undermine the ability of the Joint Committee staff to respond to Members of Congress.

The Joint Committee staff performs a unique and valuable function in providing the Congress with independent, expert technical assistance in all aspects of the tax legislative process. The Appropriations Committee has recognized in the past that the Joint Committee on Taxation must be able to attract and retain an adequate number of highly qualified professionals. If the Joint Committee is to meet its staffing needs over time, it is essential that the requisite level of funding be maintained on a consistent basis.

It is unlikely that the Joint Committee on Taxation will be able to pay competitive salaries in the short term. However, if the staff is going to be able to retain qualified employees for at least reasonable periods of time, the staff must have the resources to provide modest merit and cost-of-living increases.

C. Conclusion.

Mr. Chairman, as the Congress continues to search for ways to balance the budget and reduce the deficit, we will continue to rely on the staff of the Joint Committee on Taxation to provide us with their technical support. The appropriation request for fiscal year 1994 is intended merely to provide the necessary resources for the Joint Committee staff to respond promptly and adequately to the requests for assistance that it receives from the Members of Congress.

I recognize, however, that current fiscal realities may make it impossible to fund fully this appropriation request. While I firmly believe that any short term reduction will result in a long term detriment to the Congress because it will

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necessarily result in decreased service to Members, if a reduction in the requested appropriation must be made, I recommend that the amount allocated to personnel expenses be reduced or eliminated. If personnel expense is maintained at current levels, the requested appropriation increase will be $452,000 or 7.8%.

At this stage of the Joint Committee's technological development, a cutback in the amount requested to fund data preparation contracts and implementation of a document storage and tracking system would result in unacceptably imprecise revenue estimates and intolerably long delays in responding to revenue requests. If a trade off is inevitable, for this year technology must prevail over manpower.

I recognize fully the budgetary constraints that make your work so difficult. At the same time, I know you appreciate the current role that the Joint Committee staff plays in the analysis and development of tax legislation. Consequently, I respectfully urge the Members of your Subcommittee to respond favorably to the Joint Committee's request for funding for fiscal year 1994.

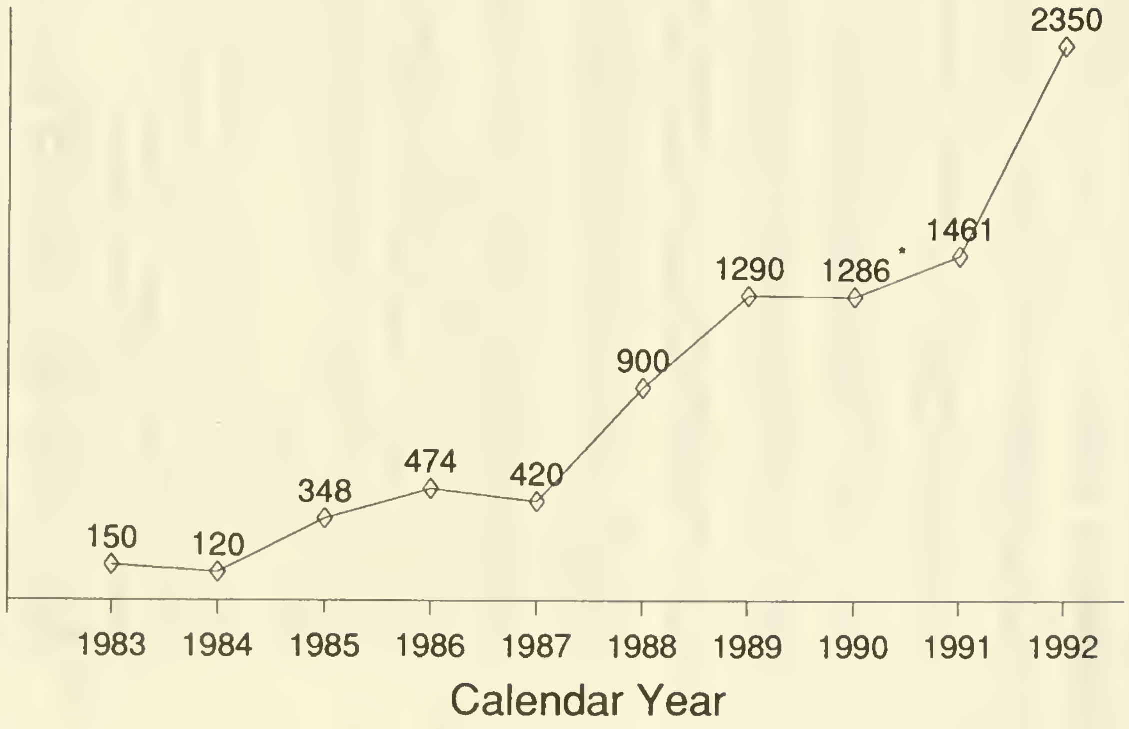
Sincerely,

Dan Rostenkowski
Chairman
Joint Committee on Taxation

Attachments

Attachment A

Joint Committee on Taxation Revenue Estimate Requests



* Includes requests received in
connection with 1990 Budget Summit

Attachment B:
1992 Legislative Reports Worked on by the Staff of the Joint Committee on Taxation

A. Tax Committee Reports

1. H.R. 11 (Revenue Act of 1992): H. Rept. 102-631 (Ways and Means Report)
2. H.R. 11 (Revenue Act of 1992): H. Rept. 102-1034 (Conference Report)
3. H.R. 534 (Recreation Boat Fee Repeal): H. Rept. 102-182, Part 2 (Ways and Means Report)
4. H.R. 776 (Energy Policy Act, revenue provisions): H. Rept. 102-474, Part 6 (Ways and Means Report)
5. H.R. 776 (Energy Policy Act, revenue provisions): H. Rept. 102-1018 (Conference Report) (P.L. 102-486)
6. H.R. 939 (Veterans Housing Amendments, tax provision): H. Rept. 102-292, Part 2 (Ways and Means Report) (P.L. 102-547)
7. H.R. 1168 (Veterans Flight Training expenses): H. Rept. 102-693 (Ways and Means Report)
8. H.R. 2130 (NOAA Authorization, tax provision): H.Rept. 102-133, Part 2 (Ways and Means Report) (P.L. 102-567)
9. H.R. 4095 (Emergency Unemployment Extension, tax provisions): H.Rept. 102-427 (Ways and means Report) (P.L. 102-244)
10. H.R. 4210 (Economic Growth Acceleration Act): H. Rept. 102-432 (Ways and Means Report)
11. H.R. 4210 (Tax Fairness and Economic Growth Act): H. Rept. 102-461 (Conference Report)
12. H.R. 4727 (UI Extension and Reform, tax provisions): H. Rept. 102-536, Part 1 (Ways and Means Report)
13. H.R. 5008 (Veterans Compensation, tax provision): H. Rept. 102-753, Part 2 (Ways and Means Report (P.L. 102-568)
14. H.R. 5260 (UI Extension and Reform, tax provisions): H. Rept. 102-543, Part 1 (Ways and Means Report)
15. H.R. 5260 (UI Extension and Reform, tax provisions): H. Rept. 102-650 (Conference Report)(P.L. 102-318)

16. H.R. 5636 (Charitable remainder trust reporting): H. Rept. 102-694 (Ways and Means Report)

17. H.R. 5637 (Rehabilitation tax credit): H. Rept. 102-695 (Ways and Means Report)

18. H.R. 5638 (Loss on principal residences): H. Rept. 102-696 (Ways and Means Report)

19. H.R. 5639 (UN tax-exempt bonds): H. Rept. 102-697 (Ways and Means Report)

20. H.R. 5640 (Disaster-related conversions): H. Rept. 102-698 (Ways and Means Report)

21. H.R. 5641 (OBRA/employer securities): H. Rept. 102-716 (Ways and Means Report)

22. H.R. 5642 (Small insurance companies/AMT): H. Rept. 102-699 (Ways and Means Report)

23. H.R. 5643 (Accrual for cotton warehouses): H. Rept. 102-728 (Ways and Means Report)

24. H.R. 5644 (Hazardous clean-up expenses by private foundation): H. Rept. 102-717 (Ways and Means Report)

25. H.R. 5645 (UBIT/exempt organizations): H. Rept. 102-700 (Ways and Means Report)

26. H.R. 5646 (Residual market insurance): H. Rept. 102-729 (Ways and Means Report)

27. H.R. 5647 (Recapture rule): H. Rept. 102-730 (Ways and Means Report)

28. H.R. 5648 (Wagering excise tax for exempt organizations): H. Rept. 102-718 (Ways and Means Report)

29. H.R. 5649 (Alcohol occupational/diesel fuel excise taxes): H. Rept. 102-743 (Ways and Means Report)

30. H.R. 5650 (Farmer cooperatives): H. Rept. 102-719 (Ways and Means Report)

31. H.R. 5651 (CIA spouse retirement): H. Rept. 102-701, Part 1 (Ways and Means Report)

32. H.R. 5652 (Rollover on personal residence for frozen assets): H. Rept. 102-731 (Ways and Means Report)

33. H.R. 5653 (Tax-exempt bonds for intercity rail): H. Rept. 102-702 (Ways and Means Report)

34. H.R. 5654 (Harbor maintenance excise tax): H. Rept. 102-732 (Ways and Means Report)

35. H.R. 5655 (Debt-for-debt exchange): H. Rept. 102-744 (Ways and Means Report)

36. H.R. 5657 (Perpetual insurance deposits): H. Rept. 102-745 (Ways and Means Report)

37. H.R. 5658 (Alaska Native Corporation claims): H. Rept. 102-750 (Ways and Means Report)

38. H.R. 5659 (St. Paul Port Authority bonds): H. Rept. 102-734 (Ways and Means Report)

39. H.R. 5660 (UBIT/games of chance): H. Rept. 102-703 (Ways and Means Report)

40. H.R. 5661 (Ship passenger departure tax): H. Rept. 102-720 (Ways and Means Report)

41. H.R. 5674 (Intermodal cargo containers): H. Rept. 102-735 (Ways and Means Report)

42. H.R. 5675 (Tax-exempt bond arbitrage): H. Rept. 102-736 (Ways and Means Report)

B. Other Legislative Reports

1. Technical Explanation of Finance Committee Amendment to H.R. 11 (Revenue Act of 1992): Cong. Record, Aug. 3, 1992

2. Technical Explanation of Finance Committee Amendment to H.R. 776 (Energy Policy Act): Cong. Record, June 18, 1992

3. Explanation of Ways and Means Committee Substitute to H.R. 2056 (Shipbuilding Trade/Boat Fee Repeal): Cong. Record, May 13, 1992

4. Summary of Ways and Means Democratic Member Substitute to H.R. 4210 (Tax Fairness and Economic Growth Act): WMCP 102-34

5. Technical Explanation of the Senate Finance Committee Amendment to H.R. 4210 (Family Tax Fairness, Economic Growth, and Health Care Access Act): S. Prt. 102-77

6. Technical Explanation of H.R. 4287 (Tax Fairness and Economic Growth Act): WMCP 102-35

7. Explanation of Ways and Means Committee Amendment to H.R. 4691 (Airport and Airway Authorization Act): WMCP 102-43 (enacted in H.R. 6168, P.L. 102-581)

ATTACHMENT C

JOINT COMMITTEE ON TAXATION

JCS-92 DOCUMENTS

JCS-1-92	Derivations Of Code Sections Of The Internal Revenue Codes Of 1939 And 1954	January 21, 1992
JCS-2-92	Description And Analysis Of Tax Provisions Expiring In 1992 Scheduled for Hearings Before the House Committee on Ways and Means on January 28-29 and February 26, 1992	January 27, 1992
JCS-3-92	Summary Of Revenue Proposals In The President's Fiscal Year 1993 Budget	February 6, 1992
JCS-4-92	Never released	
JCS-5-92	Summary Of H.R.4287: Tax Fairness And Economic Growth Act Of 1992	February 21, 1992
JCS-6-92	Comparison Of Revenue-Related Provisions Of H.R.4210 As Passed By The House And The Senate	March 17, 1992
JCS-7-92	Schedule Of Present Federal Excise Taxes (As Of January 1, 1992)	March 27, 1992
JCS-8-92	Estimates Of Federal Tax Expenditures For Fiscal Years 1993-1997	April 24, 1992
JCS-9-92	Present Law And Proposals Relating To The Federal Income Tax Treatment Of The Cost Of Acquiring Goodwill And Certain Other Intangibles Scheduled for a Hearing Before the Senate Committee on Finance on April 28, 1992	April 27, 1992
JCS-10-92	Description Of Miscellaneous Farm Tax Proposals (S.710, S.887, S.900, S.1045, S.1061, S.1130, And S.2202) Scheduled for a Hearing Before the Subcommittee on Energy and Agricultural Taxation of the Senate Committee on Finance on April 29, 1992	April 27, 1992

JCS-11-92	Explanation Of H.R.5270 (Foreign Income Tax Rationalization And Simplification Act Of 1992) Scheduled for Hearings Before the Committee on Ways and Means on July 21-22, 1992	May 29, 1992
JCS-12-92	Proposals And Issues Relating To Tax Incentives For Enterprise Zones Scheduled for a Hearing Before the Senate Committee on Finance on June 3, 1992	June 2, 1992
JCS-13-92	Comparison Of The Tax Systems Of The United States, The United Kingdom, German, And Japan Scheduled for a Hearing Before the Senate Committee on Finance on July 21, 1992	July 20, 1992
JCS-14-92	Discussion Of Revenue Estimation Methodology And Process	August 13, 1992
JCS-15-92	Proposals And Issues Relating To The Financial Condition Of The Pension Benefit Guaranty Corporation (PBGC) Scheduled for a Hearing Before the Subcommittee on Private Retirement Plans and Oversight of the Internal Revenue Service of the Senate Committee on Finance on September 25, 1992	September 24, 1992
JCS-16-92	Comparison Of Revenue-Related Provisions Of H.R.11 (Revenue Act Of 1992) As Passed The House And The Senate	October 1, 1992

ATTACHMENT D

JOINT COMMITTEE ON TAXATION

JCX-92 DOCUMENTS

JCX-1-92	Summary Of Revenue Proposals In The President's Fiscal Year 1993 Budget	February 3, 1992
JCX-2-92	Tax Aspects Of Government-Assisted Acquisitions Of Savings And Loan Associations (H.R.1135, H.R.1326, H.R.1338 And H.R.561) Scheduled for a Hearing Before the House Committee on Ways and Means on February 11, 1992	February 7, 1992
JCX-3-92	Committee On Ways And Means Mark-Up Of H.R.939 (Veterans' Housing Amendments Of 1991) On February 12, 1992	February 10, 1992
JCX-4-92	Description Of The President's Tax Proposals Included In The Fiscal Year 1993 Budget And As Introduced In H.R.4210 Scheduled for Markup by the House Committee on Ways and Means on February 12, 1992	February 11, 1992
JCX-5-92	Description Of S.1364 (Employee Benefits Simplification And Expansion Act Of 1991) And Proposed Modifications Scheduled for Markup by the Senate Committee on Finance on March 3, 1992	March 3, 1992
JCX-6-92	Description Of Taxpayer Bill Of Rights 2 Provisions Scheduled for Markup by the Senate Committee on Finance on March 3, 1992	March 3, 1992
JCX-7-92	Description Of Chairman's Mark: Tax Proposals Relating To Working Families, Long-Term Economic Growth, And Tax Fairness Scheduled for Markup by the Senate Committee on Finance on March 3, 1992	March 3, 1992
JCX-8-92	Description Of S.1294 (Tax Simplification Act Of 1991) And Proposed Modifications Scheduled for Markup by the Senate Committee on Finance on March 3, 1992	March 3, 1992
JCX-9-92	Estimated Revenue Effects Of Chairman's Mark (Revised)	March 3, 1992

JCX-10-92	Estimated Budget Effects Of Senate Finance Committee Amendment To H.R.4210	March 10, 1992
JCX-11-92	Estimated Budget Effects Of S.2325 (Family Security Initiatives Act of 1992) As Reported By The Senate Finance Committee	March 10, 1992
JCX-12-92	Estimated Budget Effects Of H.R.4210, As Passed By The House And Senate (Conference - Revised)	March 18, 1992
JCX-13-92	Estimated Budget Effects of H.R.4210, As Agreed By The House And Senate Conferees	March 24, 1992
JCX-14-92	Action To Authorize Further Amendment To H.R.2056 (Shipbuilding Trade Reform Act Of 1992) Prepared for the Committee on Ways and Means	March 30, 1992
JCX-15-92	Description Of Revenue-Related Provisions Of H.R.776 ("Comprehensive National Energy Policy Act") Scheduled for a Hearing Before the House Committee on Ways and Means on April 28, 1992	April 27, 1992
JCX-16-92	Markup Of Revenue-Related Provisions Of H.R.776 ("Comprehensive National Energy Policy Act") And Additional Energy Tax Provisions Scheduled for a Markup by the House Committee on Ways and Means on April 29, 1992	April 28, 1992
JCX-17-92	Markup Of Ways And Means Committee Amendment To H.R.4691 (Airport And Airway Safety, Capacity, And Intermodal Transportation Act Of 1992)	April 28, 1992
JCX-18-92	Description Of H.R.65, H.R.1733, And H.R.1870 Scheduled for a Hearing Before the Subcommittee on Select Revenue Measures of the House Committee on Ways and Means on May 21, 1992	May 19, 1992
JCX-19-92	Proposal To Limit Deduction For Executive Compensation Scheduled for a Hearing Before the Senate Finance Subcommittee on Taxation on June 4, 1992	June 3, 1992

JCX-20-92	Issues Involved In Possible Revenue Options To Reduce The Federal Deficit Scheduled for a Hearing Before the Subcommittee on Deficits, Debt Management, and International Debt of the Senate Committee on Finance on June 5, 1992	June 4, 1992
JCX-21-92	Description Of Revenue Provisions For H.R.5260 (Unemployment Compensation Amendments Of 1992) Scheduled for a Markup by the Senate Committee on Finance on June 11, 1992	June 10, 1992
JCX-22-92	Chairman's Mark Of The Revenue-Related Provisions Of H.R.776 ("Comprehensive National Energy Act") Scheduled for Markup by the Senate Committee on Finance on June 16, 1992	June 16, 1992
JCX-23-92	Description Of A Proposal To Extend Certain Expiring Tax Provisions, Repeal The Luxury Excise Tax On Certain Items, And Adopt Revenue-Raising Provisions Scheduled for Markup by the Senate Committee on Finance on June 16, 1992	June 16, 1992
JCX-24-92	Chairman's Mark Of Revenue-Related Provisions (Enterprise Zones, Extension Of Certain Expiring Tax Provisions, Tax Simplification, Intangible Assets, Real Estate, Luxury Excise Tax, Taxpayer Bill Of Rights, Technical Corrections, And Certain Revenue-Raising Provisions) And Subcommittee Proposals Scheduled for a Markup by the House Committee on Ways and Means on June 24, 1992	June 23, 1992
JCX-25-92	Ways And Means Committee Estimated Budget Effects Of Chairman's Mark	June 24, 1992
JCX-26-92	Description Of H.R.2922 ("Lead-Based Paint Hazard Abatement Act") Scheduled for a Hearing Before the Subcommittee on Select Revenue Measures of the House Committee on Ways and Means on July 1, 1992	June 30, 1992
JCX-27-92	Present Law And Issues Relating To Misclassification Of Employees And Independent Contractors For Federal Tax Purposes Scheduled for a Hearing Before the Subcommittee on Select Revenue Measures of the House Committee on Ways and Means on July 23, 1992	July 22, 1992

JCX-28-92	Description Of Chairman's Mark To H.R.11 (Revenue Act Of 1992) Scheduled for Markup Before the Senate Committee on Finance on July 29, 1992	July 28, 1992
JCX-29-92	Estimated Revenue Effects Of The Chairman's Mark	July 29, 1992
JCX-30-92	Access To Tax Information By The Department Of Veterans Affairs: H.R.5008 (Dependency And Indemnity Compensation Reform Act Of 1992), Scheduled for Markup in the Committee on Ways and Means, August 5, 1992	August 4, 1992
JCX-31-92	Discussion Of Revenue Estimation Methodology And Process	August 4, 1992
JCX-32-92	Estimated Budget Effects Of H.R.11, As Reported By The Senate Committee On Finance	August 4, 1992
JCX-33-92	Proposals And Issues Relating To The Financial Condition Of The Pension Guaranty Corporation (PBGC) Scheduled for a Hearing Before the Subcommittee on Oversight of the House Committee on Ways and Means on August 11, 1992	August 10, 1992
JCX-34-92	Comparison Of Revenue-Related Provisions Of H.R.776 As Passed By The House And Senate	September 25, 1992
JCX-35-92	Comparison Of Estimated Budget Effects Of Revenue-Related Provisions Of H.R.776, As Passed By The House And The Senate	September 25, 1992
JCX-36-92	Comparison Of Estimated Budget Effects Of H.R.11, As Passed By The House And As Passed By The Senate	October 1, 1992

ATTACHMENT E

	MONTHLY	ANNUALIZED
December 1992 payroll	432,448	5,189,376
Adjustment for hires during FY 1993	21,969	263,624
FY 1993 COLA	4,203	50,440
Anticipated Payroll October 1993	458,620	5,503,440
1994 COLA (2.4%)	11,007	132,083
Merit increases (3.54%)	16,623	199,477
FY 1994 Appropriation Request (personnel)	486,250	5,835,000

Schedule A

HOUSE OF REPRESENTATIVES
JOINT COMMITTEE ON TAXATION
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	77	$5,060	77	$5,453	77	$5,835		$382
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel		$4		$4		$6		$2
22 Transportation of Things		$15		$1		$1		
23 Rent, Communications, Utilities		$40		$44		$44		
24 Printing and Reproduction		$2		$2		$2		
25 Other Services		$160		$45		$245		$200
26 Supplies and Materials		$165		$150		$160		$10
31 Equipment		$270		$60		$300		$240
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	77	$5,716	77	$5,759	77	$6,593		$834

Schedule B

HOUSE OF REPRESENTATIVES
JOINT COMMITTEE ON TAXATION
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

					PROGRAM TYPE CHANGES							
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$382										$382
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel				$2								$2
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services				$200								$200
26 Supplies and Materials				$10								$10
31 Equipment										$240		$240
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$382		$212						$240		$834

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
JOINT COMMITTEE ON TAXATION

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993	77	$5,759
BUDGET BASE, 1993	77	$5,759
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		$382
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		
2. BUDGET YEAR PAY ADJUSTMENT		$187
3. BUDGET YEAR LOCALITY PAY		
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		$195
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		$212
1. TRAVEL		$2
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		$10
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		$200
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		$240
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		$240
a. REPLACEMENT AND UPGRADE		$240
II. NET INCREASE/DECREASE REQUESTED		$834
III. TOTAL APPROPRIATION REQUEST, 1994	77	$6,593

Explanation of Changes Shown on Schedule C

JOINT COMMITTEE ON TAXATION

Mandatory Pay and Related Changes:

Increase is due to FY '94 COLA and meritorious increases.

Price Level Changes:

A modest inflation factor is applied to supplies and materials and travel. However, there is a request for $200,000 for consultant services needed to assist in the implementation of a document and storage tracking system being requested in the FY '94 budget.

Program Type Changes:

Equipment:

During FY '93 the Joint Committee will install the first stage of an electronic document storage and tracking system that will improve the Joint Committee's ability to respond to Member requests in a timely manner. The system will run on equipment and software purchased with funds from prior years. Due to the funding freeze, no additional equipment purchases are planned for FY '93. However, the success of the first stage will lead to additional equipment requirements in FY '94. New equipment costs of $200,000 with additional costs of maintenance and repair of $40,000 are anticipated.

Schedule A

HOUSE OF REPRESENTATIVES
OFFICE OF THE ATTENDING PHYSICIAN
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	14	$937	14	$972	14	$1,002		$30
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials		$246		$437		$400		-$37
31 Equipment		$122		$100		$100		
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	14	$1,305	14	$1,509	14	$1,502		-$7

Schedule B

HOUSE OF REPRESENTATIVES
OFFICE OF THE ATTENDING PHYSICIAN
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

					PROGRAM TYPE CHANGES							
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$30										$30
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials				-$37								-$37
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$30		-$37								-$7

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
OFFICE OF THE ATTENDING PHYSICIAN

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993	15	$1,509
BUDGET BASE, 1993	15	$1,509
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		$30
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		
2. BUDGET YEAR PAY ADJUSTMENT		
3. BUDGET YEAR LOCALITY PAY		
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
REIMBURSEMENTS TO THE NAVY		$30
B. PRICE LEVEL CHANGES		($37)
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		($37)
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		($7)
III. TOTAL APPROPRIATION REQUEST, 1994	15	$1,502

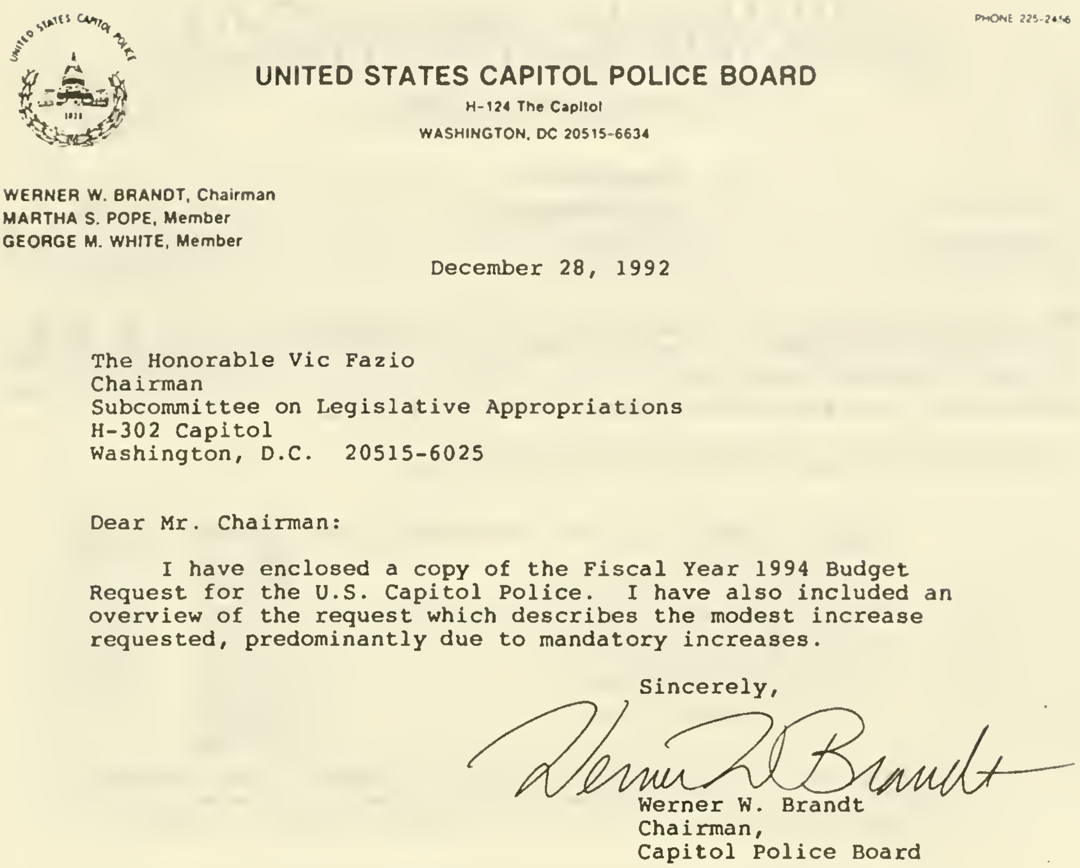
Explanation of Changes Shown on Schedule C

OFFICE OF THE ATTENDING PHYSICIAN

Mandatory Pay and Related ChangesChanges:

Increase due to reimbursable costs to the Navy for Military personnel assigned to the Attending Physician's office. Costs are based on current composite Standard Military Rates used for recovering costs from private parties and other governmental agencies.

CAPITOL POLICE BOARD



PHONE 225-2456

UNITED STATES CAPITOL POLICE BOARD
H-124 The Capitol
WASHINGTON, DC 20515-6634

WERNER W. BRANDT, Chairman
MARTHA S. POPE, Member
GEORGE M. WHITE, Member

December 28, 1992

The Honorable Vic Fazio
Chairman
Subcommittee on Legislative Appropriations
H-302 Capitol
Washington, D.C. 20515-6025

Dear Mr. Chairman:

I have enclosed a copy of the Fiscal Year 1994 Budget Request for the U.S. Capitol Police. I have also included an overview of the request which describes the modest increase requested, predominantly due to mandatory increases.

Sincerely,

Werner W Brandt

Werner W. Brandt
Chairman,
Capitol Police Board

UNITED STATES CAPITOL POLICE
FISCAL YEAR 1994 BUDGET REQUEST

COMBINED BUDGET

Fiscal 1993 Appropriated	Fiscal 1994 Appropriation Request	Fiscal 1994 Increase	%
$64,881,000	$70,020,000	$5,139,000	7.9%

The combined (House & Senate) Capitol Police appropriation request for FY94 is $70,020,000. This represents an increase of $5,139,000. Ninety-two percent (92%) of the increase is attributable to mandatory pay and related costs. The remaining eight percent (8%) increase is due to general expense increases listed below.

The $5,139,000 increase for FY94 is due to the following:

	Item	Increase	%
1.	FY94 COLA (9 months)	$1,567,000	30.5%
2.	Annualization of FY93 COLA*	$544,000	10.6%
3.	Projected Locality Pay (House Employees)	$736,000	14.3%
4.	Benefits (estimated increase)	$1,108,000	21.6%
5.	Administrative Increases**	$794,000	15.4%
6.	General Expense Increase	$390,000	7.6%
		$5,139,000	

* Estimated cost for annualization at FY93 COLA is $1,778,000. However, due to the civilianization of House Police positions and other cost savings realized as a result of scheduled retirements during FY93, sufficient savings were realized to fund most of the FY93 COLA cost.

** Administrative increases include cost for rank adjustments for PFC (30 month satisfactory service), PVT w/ Training (successful completion of rookie training), and longevities based on length of service.

The following information is an overview of the General Expense Budget by object class. The reason for the increase is explained for each object class.

GENERAL EXPENSE BUDGET

Fiscal 1993	Fiscal 1994	Increase	%
$2,029,000	$2,419,000	$390,000	19.2%

The General Expense Budget Submission for FY94 is $2,419,000. This represents an increase of $390,000. This increase is due to the cost for the Biennial Promotional Process, the cost of Federal Excise Tax on ammunition, and Computer Equipment. In the past the Senate Computer Center has supplied us with computer equipment. However, we have been informed that the Capitol Police is now responsible for incurring the expense for purchasing all computer equipment. The Senate will continue to pay for the support and maintenance of existing computer equipment.

TRANSPORTATION OF PERSONS

Fiscal 1993	Fiscal 1994	Increase	%
$148,000	$148,000	$0	0%

This object class includes airfare, car rental, mileage, tolls, per diem, and other expenses incidental to official travel by employees of the Department. These travel expenses are related to protective details, transporting employees to and from the Federal Law Enforcement Training Center (FLETC) for recruit and other specialized training, as well as other developmental training that is not held at FLETC or in the D.C. area. It also includes costs associated with other travel related to official business such as investigations, ceremonial functions, competitions, etc. There is no anticipated increase for this object class.

TRANSPORTATION OF THINGS

Fiscal 1993	Fiscal 1994	Increase	%
$13,000	$13,000	$0	0%

This object class includes freight costs incurred when parts, uniforms, or materials must be sent to another location (e.g., our liaison office at FLETC), when equipment is shipped to a repair facility, when items of evidence must be sent to another site for analysis or investigation, shipment of household goods for officers assigned to FLETC, etc. Funds contained in this object class cover any transportation costs except regular mail services (contained in Rents, Communications, and Utilities) and travel and per diem costs (contained in Transportation of Persons). There is no anticipated increase for this object class.

RENT, COMMUNICATIONS, AND UTILITIES

Fiscal 1993	Fiscal 1994	Increase	%
$105,000	$105,000	$0	0%

This object class provides funds for the lease and rental of equipment and services such as law enforcement computer files, automated research services, and photocopying machines. It also includes funds for U.S. Postage, and commercial long distance telephone service. There is no anticipated increase for this object class.

OTHER SERVICES

Fiscal 1993	Fiscal 1994	Increase	%
$336,000	$406,000	$70,000	20.8%

This object class includes all services not specifically covered by any other object class. It encompasses such things as repairs and alterations to equipment, maintenance contracts, tuition and registration fees for training programs, conferences, seminars, etc., uniform maintenance and alterations (including laundry and dry cleaning), and professional services such as recruit physicals, veterinary care, psychological evaluations, employee assistance program, including but not limited to professional referrals, drug screening, promotional assessment, etc. This increase is due to the Biennial Promotional Process. This process involves contracting for a professional testing firm to develop and administer the promotional examinations for the ranks of Detective through Captain.

SUPPLIES AND MATERIALS

Fiscal 1993	Fiscal 1994	Increase	%
$925,000	$945,000	$20,000	2.2%

This object class includes charges for commodities, whether acquired by formal contract or other form of purchase, that are ordinarily consumed or expended within one year after they are put into use. It contains items such as weapon parts and accessories, communications supplies, automotive maintenance supplies, fuel, oil, repair parts, photographic supplies, K-9 supplies, training supplies, electronic supplies, office supplies, publications, uniforms and accessories, ammunition and explosives, and other misc. supplies. There is no anticipated increase for this object class. The increase is associated with the cost of Federal Excise Tax. In the past, the Capitol Police have not paid Federal Excise Tax on ammunition and other supplies and equipment. However, the Department has recently been advised that they are not exempt from Federal Excise Tax.

CAPITAL ASSETS

Fiscal 1993	Fiscal 1994	Increase	%
$502,000	$802,000	$300,000	59.8%

This object class provides for the purchase of equipment that has a normal life expectancy of a year or more after being put into use, without material impairment of its physical condition, and has a unit cost of at least one hundred dollars. Included in this object class are weapons, vehicles, radio transceivers, photographic equipment, automotive maintenance equipment, electronic equipment, investigative equipment, computer equipment, etc.

The increase in this object class of 59.8% can be attributed to a new line item entitled computer equipment. In the past the Senate Computer Center has supplied us with computer equipment. However, we have been informed that the Capitol Police is now responsible for incurring the expense for purchasing all computer equipment. The Senate will continue to pay for the support and maintenance of existing computer equipment.

Schedule A -- JOINT

10/05/92

U.S. CAPITOL POLICE
BY APPROPRIATION AND OBJECT CLASS

CATEGORIES	FY92 ACTUAL STAFF	FY92 ACTUAL DOLLARS ($000)	FY93 ACTUAL STAFF	FY93 ACTUAL DOLLARS ($000)	FY94 ESTIMATE STAFF	FY94 ESTIMATE DOLLARS ($000)	NET CHANGE 93/94 STAFF	NET CHANGE 93/94 DOLLARS ($000)
1. Breakdown by Appropriation:								
U.S. CAPITOL POLICE	1357	66,122	1352	64,881	1352	70,020	0	5,139
Salaries:								
House	658	31,741	653	31,000	653	33,455 *	0	2,455
Senate	699	32,352	699	31,852	699	34,146 **	0	2,294
Subtotal:	1357	64.093	1352	62,852	1352	67,601	0	4,749
General Expenses		2,029		2,029		2,419		390
2. Breakdown by Object Class:								
11 Personnel Compensation		52,971		50,795		54,436		3,641
12 Personnel Benefits		11,122		12,057		13,165		1,108
21 Transportation of Persons		162		148		148		0
22 Transportation of Things		13		13		13		0
23 Rent, Comm., & Utilities		121		105		105		0
25 Other Services		336		336		406		70
26 Supplies & Materials		906		925		945		20
31 Capital Assets		491		502		802		300
TOTAL	1357	66,122	1352	64,881	1352	70,020	0	5,139

* Includes overtime currently estimated at approximately $750,000 & benefits of $6,439,000

** Includes overtime currently estimated at approximately $750,000 & benefits of $6,726,000

U.S. CAPITOL POLICE DEFINITIONS OF OBJECT CLASSIFICATIONS
FISCAL YEAR 1994
TO ACCOMPANY SCHEDULE A

11 PERSONNEL COMPENSATION:

Funding for estimated personnel costs, which includes costs associated with longevity increases, overtime and other administrative costs.

12 PERSONNEL BENEFITS:

Funding associated with benefit costs for FERS, CSRS, Health & Life Insurance.

21 TRANSPORTATION OF PERSONS:

This object class includes airfare, car rental, mileage, tolls, per diem, and other expenses incidental to official travel by employees of the Department. These travel expenses are related to protective details, transporting employees to and from: the Federal Law Enforcement Training Center (FLETC) for recruit and other specialized training, as well as other developmental training that is not held at FLETC or in the D.C. area. It also includes costs associated with other travel related to official business such as investigations, ceremonial functions, competitions, etc.

22 TRANSPORTATION OF THINGS:

This object class includes freight costs incurred when parts, uniforms, or materials must be sent to another location (e.g., our liaison office at FLETC), when equipment is shipped to a repair facility, when items of evidence must be sent to another site for analysis or investigation, shipment of household goods for officers assigned to FLETC, etc. Funds contained in this object class cover any transportation costs except regular mail services (contained in Rents, Communications, and Utilities) and travel and per diem costs (contained in Transportation of Persons).

23 RENT, COMMUNICATIONS AND UTILITIES:

This object class provides funds for the lease and rental of equipment and services such as law enforcement computer files, automated research services, and photocopying machines. It also includes funds for U.S. Postage, and commercial long distance telephone service.

25 OTHER SERVICES:

This object class includes all services not specifically covered by any of the other object class. It encompasses such things as repairs and alterations to equipment, maintenance contracts, tuition and registration fees for training programs, conferences, seminars, etc., uniform maintenance and alterations (including laundry and dry cleaning), and professional services such as recruit physicals, veterinary care, psychological evaluations, employee assistance program, including but not limited to professional referrals, drug screening, promotional assessment, etc.

26 SUPPLIES AND MATERIALS:

This object class includes charges for commodities, whether acquired by formal contract or other form of purchase, that are ordinarily consumed or expended within one year after they are put into use. It contains items such as weapon parts and accessories, communications supplies, automotive maintenance supplies, fuel, oil, repair parts, photographic supplies, training supplies, electronic supplies, office supplies, K-9 supplies, publications, uniforms and accessories, ammunition and explosives, and other misc. supplies.

31 CAPITAL ASSETS:

This object class provides for the purchase of equipment that has a normal life expectancy of a year or more after being put into use, without material impairment of its physical condition, and has a unit cost of at least one hundred dollars. Included in this object class are weapons, vehicles, radio transceivers, photographic equipment, automotive maintenance equipment, electronic equipment, investigative equipment, computer equipment, etc.

Schedule B - JOINT

10/05/92

U.S. CAPITOL POLICE
ANALYSIS OF CHANGE TO BUDGET BASE
BY ORGANIZATION AND OBJECT CLASS

					PROGRAM TYPE CHANGES							
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC		TOTAL CHANGES	
CATEGORIES	STAFF	DOLLAR ($000)	STAFF	DOLLAR ($000)	STAFF	DOLLAR ($000)	STAFF	DOLLAR ($000)	STAFF	DOLLAR ($000)	STAFF	DOLLAR ($000)
1. Breakdown by Organization:												
U.S. CAPITOL POLICE												
2. Breakdown by Object Class:												
11 Personnel Compensation		3,641										3,641
12 Personnel Benefits		1,108										1,108
13 Benefits/Former Personnel												
21 Transportation of Persons				0				0		0		0
22 Transportation of Things				0				0		0		0
23 Rent, Comm., & Utilities				0				0		0		0
25 Other Services				0				70		0		70
26 Supplies & Materials				20				0		0		20
31 Capital Assets				0				0		300		300
TOTAL		4,749		20				70		300		5,139

Schedule C - JOINT 10/05/92

U.S. CAPITOL POLICE

Detailed Analysis of Change by Organization

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1993	1,352	64,881
Budget Base, 1993	1,352	64,881

	1994 Request	
I. Adjustments to Base	Staff	Amount ($000)
A. Mandatory Pay and Related Costs		4,749
1. Federal Employees Retirement System (FERS), CSRS & Health Benefits		1,108
2. Annualization of FY93 COLA*		544
3. Projected FY94 COLA		1,567
4. Projected FY94 Locality Pay (House Employees)		736
5. Administrative Increases		794
B. Price Level Changes		20
1. Transportation of Persons		0
2. Supplies & Materials		20

U.S. CAPITOL POLICE

Detailed Analysis of Change by Organization

	1994 Request	
I. Adjustments to Base (continued)	Staff	Amount $000
C. Program Type Changes		370
1. Legislation		
2. Workload		70
a. Increase in Travel		0
b. Increase in Other Services		70
c. Increase in Supplies		0
3. Equipment		300
II. Net Increase/Decrease Requested		5,139
III. Total Appropriation Request, 1994	1,352	70,020

*Estimated cost for annualization of FY93 COLA is $1,778,000. However, due to the civilianization of House Police positions and other cost savings realized as a result of scheduled retirements during FY93, sufficient savings were realized to fund most of the FY93 COLA cost.

U.S. CAPITOL POLICE EXPLANATION OF CHANGE
FISCAL YEAR 1994
TO ACCOMPANY SCHEDULE C - JOINT

I. ADJUSTMENTS TO BASE

A. Mandatory Pay and Related Costs -- $4,749,000

1. Retirement System & Health Benefits -- $1,108,000
This represents agency contributions, estimated at approximately 26%.

2. Annualization of FY93 COLA -- $544,000
Estimated cost for annualization of the FY93 Cola is $1,778,000. However, due to the civilianization of House police positions and other cost savings realized as a result of scheduled retirements during FY93, sufficient savings were realized to fund most of the FY93 COLA cost.

3. Projected FY94 COLA -- $1,567,000
Projected COLA is 2.4% for 9 months.

4. Projected FY94 Locality Pay (House Employees) -- $736,000
Projected locality pay for FY94 is 2.25% for 9 months.

5. Administrative Increases -- $794,000
Increase represents scheduled longevity pay increases as well as rank adjustments. The Capitol Police salary schedule includes longevity step increases of approximately $800 for each step. Longevity increases are awarded to employees each year for the first ten years, and every other year thereafter, until they reach 17 years of service. Civilian employees receive longevity increases according to the House Employee Pay Schedule. The cost associated with rank adjustments are for salary increase given for PFC (30 months satisfactory service) and the salary increase given for Private with Training (successful completion of recruit training).

B. Price Level Changes -- $20,000

1. Supplies and Materials -- $20,000
Increase associated with Federal Excise Tax (FET) on ammunition. In the past, the Capitol Police did not pay FET on ammunition or other supplies and equipment. However, the Capitol Police was recently advised that they were not exempt from Federal Excise Tax.

C. Program Type Changes -- $370,000

1. Legislation --$0

2. Workload -- $70,000

   a. Other Services -- $70,000
   Increase is due to the biennial promotional process. This process involves contracting for a professional testing firm to develop and administer the promotional examinations for the ranks of DETECTIVE through CAPTAIN.

3. Equipment -- $300,000
   This is a new item for the Capitol Police. Previously, all computer equipment for the Capitol Police was provided by the Senate Computer Center. We were advised by the Senate Sergeant at Arms' Office to begin budgeting for computer equipment, since they would no longer provide this service.

Schedule D - JOINT SALARIES & GENERAL EXPENSE 10/05/92

U.S. CAPITOL POLICE

Summary of Agency Request
FY 1994 Budget Request

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1993	1,352	64,881
Budget Base, 1993	1,352	64,881
Proposed Changes for FY 1994		
Mandatory Pay and Related Costs		4,749
Price Level Changes		20
Program Type Changes		
Legislation		0
Workload		70
Equipment		300
Total Proposed Changes		5,139
FY 1994 Budget Request	1,352	70,020

Schedule D (Salaries) - JOINT 10/05/92

U.S. CAPITOL POLICE

Summary of Agency Request
FY 1994 Budget Request

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1993	1,352	62,852
Budget Base, 1993	1,352	62,852
Proposed Changes for FY 1994		
Mandatory Pay and Related Costs		4,749
Price Level Changes		0
Program Type Changes		0
Legislation		0
Workload		0
Total Proposed Changes		4,749
FY 1994 Budget Request	1,352	67,601*

* Includes overtime currently estimated at approximately $1,500,000 and employee benefits at approximately $13,165,000.

Schedule D1 (Salaries) - HOUSE 10/05/92

U.S. CAPITOL POLICE

Summary of Agency Request
FY 1994 Budget Request

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1993	653	31,000
Budget Base, 1993	653	31,000
Proposed Changes for FY 1994		
Mandatory Pay and Related Costs		2,455
Price Level Changes		0
Program Type Changes		0
Legislation		0
Workload		0
Total Proposed Changes	0	2,455
FY 1994 Budget Request	653	33,455

* Includes overtime currently estimated at approximately $750,000 and employee benefits at approximately $6,439,000.

Schedule D2 (Salaries) - SENATE 10/05/92

U.S. CAPITOL POLICE

Summary of Agency Request
FY 1994 Budget Request

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1993	699	31,852
Budget Base, 1993 (est.)	699	31,852
Proposed Changes for FY 1994		
Mandatory Pay and Related Costs		2,294
Price Level Changes		0
Program Type Changes		0
Legislation		0
Workload		0
Total Proposed Changes		2,294
FY 1994 Budget Request	699	34,146*

* Includes overtime currently estimated at approximately $750,000 and employee benefits at approximately $6,726,000.

Schedule D -(GENERAL EXPENSE) JOINT 10/05/92

U.S. CAPITOL POLICE

Summary of Agency Request
FY 1994 Budget Request

	Calculation of Base Staff	Calculation of Base Amount ($000)
Appropriation, 1993		2,029
Budget Base, 1993		2,029
Proposed Changes for FY 1994		
Mandatory Pay and Related Costs		0
Price Level Changes		20
Program Type Changes		
Legislation		0
Workload		70
Equipment		300
Total Proposed Changes		390
FY 1994 Budget Request		2,419

10/05/92

U.S. CAPITOL POLICE - JOINT PERSONNEL SUMMARY

	1992 Actual	1993 Actual	1994 Estimate
	$64,093,000	$62,852,000	$70,020,000*
Chief..............	1	1	1
Assistant Chief.....	1	1	1
Deputy Chief........	3	3	3
Inspector...........	9	9	9
Captain.............	15	15	15
Lieutenant..........	37	37	37
Sergeant/Special Tech	141	139	139
Detective...........	62	62	62
Technician/K-9......	72	69	69
Officer.............	885	810	810
Non-Sworn Personnel.	130	205	205
Dir. Of Employ. Prac	1	1	1
Average Salary......	47,231	46,488	51,790
Number of Positions.	1357	1352	1352
Positions Authorized	1357	1352	1352

* Includes overtime currently estimated at $1,500,000 and employee benefits at $13,165,000.

NOTE: Quota reduced by 5 in FY93.

Schedule A -- HOUSE

10/05/92

U.S. CAPITOL POLICE
BY APPROPRIATION AND OBJECT CLASS

CATEGORIES	FY 92 ACTUAL		FY 93 ACTUAL		FY 94 ESTIMATE		NET CHANGE 93/94	
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Appropriation:								
U.S. CAPITOL POLICE	658	31,741	653	31,000	653	33,455		2,455
Salaries:								
House	658	31,741	653	31,000	653	33,455 *		2,455
2. Breakdown by Object Class:								
11 Personnel Compensation		26,233		25,098		27,016		1,918
12 Personnel Benefits		5,508		5,902		6,439		537
TOTAL	658	31,741	653	31,000	653	33,455		2,455

* Includes overtime currently estimated at approximately $750,000

Schedule B - HOUSE

10/05/92

U.S. CAPITOL POLICE
ANALYSIS OF CHANGE TO BUDGET BASE BY ORGANIZATION AND OBJECT CLASS

					PROGRAM TYPE CHANGES							
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC		TOTAL CHANGES	
CATEGORIES	STAFF	DOLLAR ($000)	STAFF	DOLLAR ($000)	STAFF	DOLLAR ($000)	STAFF	DOLLAR ($000)	STAFF	DOLLAR ($000)	STAFF	DOLLAR ($000)
1. Breakdown by Organization:												
U.S. CAPITOL POLICE												
2. Breakdown by Object Class:												
11 Personnel Compensation		1,918										1,918
12 Personnel Benefits		537										537
13 Benefits/Former Personnel												
21 Transportation of Persons												
22 Transportation of Things												
23 Rent, Comm., & Utilities												
25 Other Services												
26 Supplies & Materials												
31 Capital Assets												
TOTAL		2,455										2,455

Schedule C - HOUSE 10/05/92

U.S. CAPITOL POLICE

Detailed Analysis of Change by Organization

	Calculation of Base Staff	Calculation of Base Amount ($000)
Appropriation, 1993	653	31,000
Budget Base, 1993	653	31,000

I. Adjustments to Base	1994 Request Staff	1994 Request Amount ($000)
A. Mandatory Pay and Related Costs		2,455
1. Federal Employees Retirement System (FERS), CSRS & Health Benefits		537
2. Annualization of FY93 COLA*		0
3. Projected FY94 COLA		766
4. Projected FY94 Locality Pay (House Employees)		736
5. Administrative FY94 Increases		416
B. Price Level Changes		
1. Transportation of Persons		
2. Rent, Comm., & Utilities		
3. Other Services - Tuition		
4. Supplies & Materials		
5. Capital Assets - Equipment		

Schedule C (continued) -2-

U.S. CAPITOL POLICE

Detailed Analysis of Change by Organization

	1994 Request Staff	Amount ($000)
I. Adjustments to Base (continued)		
C. Program Type Changes		
1. Legislation		
2. Workload		
3. Equipment a. Computer Equipment		
II. Net Increase/Decrease Requested		2,455
III. Total Appropriation Request, 1994	653	33,455

* Estimated cost for annualization of FY93 Cola is $869,000. However, due to the civilianization of House police positions during FY93, sufficient savings were realized to fund the House portion of the FY93 Cola cost.

U.S. CAPITOL POLICE EXPLANATION OF CHANGE
FISCAL YEAR 1994
TO ACCOMPANY SCHEDULE C - HOUSE

I. ADJUSTMENTS TO BASE

A. Mandatory Pay and Related Costs -- $2,455,000

1. Retirement System & Health Benefits -- $537,000
   This represents agency contributions, estimated at approximately 26%.

2. Annualization of FY93 COLA (3.7%) -- 0
   Estimated cost for annualization of the FY93 Cola is $869,000. However, due to the civilianization of House police positions during FY93, sufficient savings were realized to fund the House portion of the FY93 Cola cost.

3. Projected FY94 COLA -- $766,000
   Projected COLA is 2.4% FOR 9 months.

4. Projected FY94 Locality Pay (House Employees) -- $736,000
   Projected locality pay for FY94 is 2.25% for 9 months.

5. Administrative Increases -- $416,000
   The Capitol Police salary schedule includes longevity step increases of approximately $800 for each step. Longevity increases are awarded to employees each year for the first ten years, and every other year thereafter, until they reach 17 years of service. Civilian employees receive longevity increases according to the House employee pay schedule. The cost associated with rank adjustments are for the salary increases given for PFC (30 months satisfactory service) and the salary increases given for Private with Training (successful completion of recruit training).

U.S. CAPITOL POLICE

Summary of Agency Request
FY 1994 Budget Request

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1993	653	31,000
Budget Base, 1993	653	31,000
Proposed Changes for FY 1994		
Mandatory Pay and Related Costs		2,455
Price Level Changes		0
Program Type Changes		0
Legislation		0
Workload		0
Total Proposed Changes	0	2,455
FY 1994 Budget Request	653	33,455*

* Includes overtime currently estimated at approximately $750,000 and employee benefits at approximately $6,439,000.

10/05/92

U.S. CAPITOL POLICE - HOUSE PERSONNEL SUMMARY

	1992 Actual	1993 Actual	1994 Estimate
	$31,741,000	$31,000,000	$33,455,000*
Chief..............	1	1	1
Deputy Chief........	2	2	2
Inspector...........	4	4	4
Captain.............	8	8	8
Lieutenant..........	20	20	20
Sergeant/Special Tech	72	70	70
Detective...........	27	27	27
Technician/K-9......	37	34	34
Officer.............	447	372	372
Non-Sworn Personnel.	39	114	114
Dir. Of Employ. Prac	1	1	1
Average Salary......	48,239	47,473	51,233
Number of Positions.	658	653	653
Positions Authorized	658	653	653

* Includes overtime currently estimated at $750,000.

Note: Quota reduced by 5 in FY93.

Schedule A -- SENATE

10/05/92

U.S. CAPITOL POLICE
BY APPROPRIATION AND OBJECT CLASS

CATEGORIES	FY 92 ACTUAL		FY 93 ACTUAL		FY 94 ESTIMATE		NET CHANGE 93/94	
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Appropriation:								
U.S. CAPITOL POLICE	699	32,352	699	31,852	699	34,146		2,294
Salaries:								
Senate	699	32,352	699	31,852	699	34,146 *		2,294
Estimated Reimbursements								
2. Breakdown by Object Class:								
11 Personnel Compensation		26,738		25,697		27,420		1,723
12 Personnel Benefits		5,614		6,155		6,726		571
TOTAL	699	32,352	699	31,852	699	34,146		2,294

* Includes overtime currently estimated at approximately $750,000

Schedule B - SENATE 10/05/92

U.S. CAPITOL POLICE
ANALYSIS OF CHANGE TO BUDGET BASE
BY ORGANIZATION AND OBJECT CLASS

CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC			
	STAFF	DOLLAR ($000)	STAFF	DOLLAR ($000)	STAFF	DOLLAR ($000)	STAFF	DOLLAR ($000)	STAFF	DOLLAR ($000)	STAFF	DOLLAR ($000)
1. Breakdown by Organization:												
U.S. CAPITOL POLICE												
2. Breakdown by Object Class:												
11 Personnel Compensation		1,723										1,723
12 Personnel Benefits		571										571
13 Benefits/Former Personnel												
21 Transportation of Persons												
22 Transportation of Things												
23 Rent, Comm., & Utilities												
25 Other Services												
26 Supplies & Materials												
31 Capital Assets												
TOTAL		2,294										2,294

Schedule C - SENATE 10/05/92

U.S. CAPITOL POLICE

Detailed Analysis of Change by Organization

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1993	699	31,852
Budget Base, 1993	699	31,852
	1994 Request	
I. Adjustments to Base	Staff	Amount ($000)
A. Mandatory Pay and Related Costs		2,294
1. Federal Employees Retirement System (FERS), CSRS & Health Benefits		571
2. Annualization of FY93 COLA*		544
3. Projected FY 94 COLA		800
4. Administrative Increases		379
B. Price Level Changes		
1. Transportation of Persons		
2. Rent, Comm., & Utilities		
3. Other Services - Tuition		
4. Supplies & Materials		
5. Capital Assets - Equipment		

U.S. CAPITOL POLICE

Detailed Analysis of Change by Organization

	1994 Request	
I. Adjustments to Base (continued)	Staff	Amount ($000)
C. Program Type Changes		
1. Legislation		
2. Workload		
3. Equipment a. Computer Equipment		
II. Net Increase/Decrease Requested		2,294
III. Total Appropriation Request, 1994	699	34,146

* Estimated cost for annualization of FY93 Cola is $910,000. However, due to scheduled retirements and other cost saving measures, sufficient savings were realized to fund some of the FY93 Cola cost.

U.S. CAPITOL POLICE EXPLANATION OF CHANGE
FISCAL YEAR 1994
TO ACCOMPANY SCHEDULE C - SENATE

I. ADJUSTMENTS TO BASE

A. Mandatory Pay and Related Costs -- $2,294,000

1. Retirement System & Health Benefits -- $571,000
This represents agency contributions, estimated at approximately 26%.

2. Annualization of FY93 COLA (3.7%) -- $544,000
Estimated cost for annualization of the FY93 Cola is $910,000. However, due to scheduled retirements during FY93, sufficient savings were realized to fund some of the FY93 Cola cost.

3. Projected FY 94 COLA -- $800,000
Projected COLA is 2.4% for 9 months.

4. Administrative Increases -- $379,000
The Capitol Police salary schedule includes longevity step increases of approximately $800 for each step. Longevity increases are awarded to employees each year for the first ten years, and every other year thereafter, until they reach 17 years of service. Civilian employees receive longevity increases according to the House Employee Pay Schedule. The cost associated with rank adjustments are for salary increases given for PFC (30 months satisfactory service) and the salary increases given for Private with Training (successful completion of recruit training). Also, longevities associated with the Civilian Pay Schedule.

C. Program Type Changes -- $0

1. Legislation -- $0

2. Workload -- $0

Schedule D2 (Salaries) - SENATE 10/05/92

U.S. CAPITOL POLICE

Summary of Agency Request
FY 1994 Budget Request

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1993	699	31,852
Budget Base, 1993 (est.)	699	31,852
Proposed Changes for FY 1994		
Mandatory Pay and Related Costs		2,294
Price Level Changes		0
Program Type Changes		0
Legislation		0
Workload		0
Total Proposed Changes		2,294
FY 1994 Budget Request	699	34,146*

* Includes overtime currently estimated at approximately $750,000 and employee benefits at approximately $6,726,000.

10/05/92

U.S. CAPITOL POLICE - SENATE PERSONNEL SUMMARY

	1992 Actual	1993 Actual	1994 Estimate
	$32,352,000	$31,852,000	$34,521,000*
Assistant Chief.....	1	1	1
Deputy Chief........	1	1	1
Inspector...........	5	5	5
Captain.............	7	7	7
Lieutenant..........	17	17	17
Sergeant/Special Tech	69	69	69
Detective...........	35	35	35
Technician/K-9......	35	35	35
Officer.............	438	438	438
Non-Sworn Personnel.	91	91	91
Average Salary......	46,283	45,568	49,386
Number of Positions.	699	699	699
Positions Authorized	699	699	699

* Includes overtime currently estimated at $750,000.

Schedule A - HOUSE - GENERAL EXPENSE 10/05/92

U.S. CAPITOL POLICE
BY APPROPRIATION AND OBJECT CLASS

CATEGORIES	FY 92 ACTUAL STAFF	FY 92 ACTUAL DOLLARS ($000)	FY 93 ACTUAL STAFF	FY 93 ACTUAL DOLLARS ($000)	FY 94 ESTIMATE STAFF	FY 94 ESTIMATE DOLLARS ($000)	NET CHANGE 93/94 STAFF	NET CHANGE 93/94 DOLLARS ($000)
1. Breakdown by Appropriation:								
2. Breakdown by Object Class:								
11 Personnel Comp/Benefits								
21 Transportation of Persons		162		148		148		0
22 Transportation of Things		13		13		13		0
23 Rent, Comm., & Utilities		121		105		105		0
25 Other Services		336		336		406		70
26 Supplies & Materials		906		925		945		20
31 Capital Assets		491		502		802		300
TOTAL		2,029		2,029		2,419		390

Schedule B - HOUSE - GENERAL EXPENSE 10/05/92

U.S, CAPITOL POLICE
ANALYSIS OF CHANGE TO BUDGET BASE
BY ORGANIZATION AND OBJECT CLASS

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES LEGISLATION		PROGRAM TYPE CHANGES WORKLOAD		PROGRAM TYPE CHANGES EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC		TOTAL CHANGES	
CATEGORIES	STAFF	DOLLAR ($000)	STAFF	DOLLAR ($000)	STAFF	DOLLAR ($000)	STAFF	DOLLAR ($000)	STAFF	DOLLAR ($000)	STAFF	DOLLAR ($000)
1. Breakdown by Organization:												
U.S. CAPITOL POLICE												
2. Breakdown by Object Class:												
11 Personnel Comp. & Benefits												
Estimated Reimbursements												
13 Benefits/Former Personnel												
21 Transportation of Persons				0				0				0
22 Transportation of Things				0				0				0
23 Rent, Comm., & Utilities				0				0				0
25 Other Services				0				70				70
26 Supplies & Materials				20				0				20
31 Capital Assets				0				0		300		300
TOTAL				20				70		300		390

Schedule C - HOUSE - GENERAL EXPENSE
10/05/92

U.S. CAPITOL POLICE

Detailed Analysis of Change by Organization

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1993		2,029
Budget Base, 1993		2,029

	1994 Request	
I. Adjustments to Base	Staff	Amount ($000)
A. Mandatory Pay and Related Costs		0
1. Administrative Increases		
2. Federal Employees Retirement System (FERS), CSRS & Health Benefits		
3. Projected FY 94 COLA		
4. Administrative Increases		
B. Price Level Changes		20
1. Transportation of Persons		0
2. Supplies & Materials		0

Schedule C (continued) -2-

U.S. CAPITOL POLICE

Detailed Analysis of Change by Organization

I. Adjustments to Base (continued)	1994 Request Staff	1994 Request Amount ($000)
C. Program Type Changes		370
1. Legislation		0
2. Workload		70
a. Increase in Travel		0
b. Increase in Other Services		70
c. Increase in Supplies		0
3. Equipment		390
II. Net Increase/Decrease Requested		390
III. Total Appropriation Request, 1994		2,419

U.S. CAPITOL POLICE EXPLANATION OF CHANGE
FISCAL YEAR 1994
TO ACCOMPANY SCHEDULE C - GENERAL EXPENSES

I. ADJUSTMENTS TO BASE

A. Mandatory Pay and Related Costs -- $0

B. Price Level Changes -- $20,000

1. Supplies and Materials -- $20,000
Increase associated with Federal Excise tax (FET) on ammunition. In the past, the Capitol Police did not pay FET on ammunition or other supplies and equipment. However, the Capitol Police was recently advised that they were not exempt from Federal Excise Tax.

C. Program Type Changes -- $370,000

1. Legislation -- $0

2. Workload -- $70,000

a. Other Services -- $70,000
Increase is due to the Biennial Promotional Process. This process involves contracting for a professional testing firm to develop and administer the promotional examinations for the ranks of Detective through Captain.

3. Equipment -- $300,000
This is a new item for the Capitol Police. Previously, all computer equipment for the Capitol Police was provided by the Senate Computer Center. We were advised by the Senate Sergeant at Arms' Office to begin budgeting for computer equipment, since they would no longer provide this service.

Schedule A

HOUSE OF REPRESENTATIVES
HOUSE-CAPITOL POLICE SALARIES
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	658	$26,233	653	$25,098	653	$27,016		$1,918
12 Personnel Benefits		$5,508		$5,902		$6,439		$537
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	658	$31,741	653	$31,000	653	$33,455		$2,455

Schedule B

HOUSE OF REPRESENTATIVES
CAPITOL POLICE SALARIES- HOUSE
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$1,918										$1,918
12 Personnel Benefits		$537										$537
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$2,455										$2,455

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION CAPITOL POLICE-SALARIES (HOUSE DETAIL)	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993	653	$31,000
BUDGET BASE, 1993	653	$31,000
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		$2,455
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		
2. BUDGET YEAR PAY ADJUSTMENT		$766
3. BUDGET YEAR LOCALITY PAY		$736
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		$416
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		$537
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$2,455
III. TOTAL APPROPRIATION REQUEST, 1994	653	$33,455

Schedule A

HOUSE OF REPRESENTATIVES
SENATE-CAPITOL POLICE SALARIES
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	699	$26,738	699	$25,697	699	$27,420		$1,723
12 Personnel Benefits		$5,614		$6,155		$6,726		$571
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	699	$32,352	699	$31,852	699	$34,146		$2,294

Schedule B

HOUSE OF REPRESENTATIVES
CAPITOL POLICE SALARIES- SENATE
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

			PROGRAM TYPE CHANGES									
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$1,723										$1,723
12 Personnel Benefits		$571										$571
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$2,294										$2,294

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
CAPITOL POLICE-SALARIES (SENATE DETAIL)

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993	699	$31,852
BUDGET BASE, 1993	699	$31,852
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		$2,294
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		$544
2. BUDGET YEAR PAY ADJUSTMENT		$800
3. BUDGET YEAR LOCALITY PAY		
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		$379
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		$571
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$2,294
III. TOTAL APPROPRIATION REQUEST, 1994	699	$34,146

Schedule A

HOUSE OF REPRESENTATIVES
CAPITOL POLICE-TOTAL
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	1,357	$52,971	1,352	$50,795	1,352	$54,436		$3,641
12 Personnel Benefits		$11,122		$12,057		$13,165		$1,108
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	1,357	$64,093	1,352	$62,852	1,352	$67,601		$4,749

Schedule B

HOUSE OF REPRESENTATIVES
TOTAL CAPITOL POLICE SALARIES
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	PROGRAM TYPE CHANGES											
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$3,641										$3,641
12 Personnel Benefits		$1,108										$1,108
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$4,749										$4,749

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION CAPITOL POLICE-SALARIES (TOTAL)	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993	1,352	$62,852
BUDGET BASE, 1993	1,352	$62,852
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		$4,749
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		$544
2. BUDGET YEAR PAY ADJUSTMENT		$1,566
3. BUDGET YEAR LOCALITY PAY		$736
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		$795
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		$1,108
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$4,749
III. TOTAL APPROPRIATION REQUEST, 1994	1,352	$67,601

Capitol Police General Expenses

Schedule A

HOUSE OF REPRESENTATIVES
CAPITOL POLICE (GENERAL EXPENSES)
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation								
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel		$162		$148		$148		
22 Transportation of Things		$13		$13		$13		
23 Rent, Communications, Utilities		$121		$105		$105		
24 Printing and Reproduction								
25 Other Services		$336		$336		$406		$70
26 Supplies and Materials		$906		$925		$945		$20
31 Equipment		$491		$502		$802		$300
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total		$2,029		$2,029		$2,419		$390

Schedule B

HOUSE OF REPRESENTATIVES
CAPITOL POLICE (GENERAL EXPENSES)
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation												
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services								$70				$70
26 Supplies and Materials				$20								$20
31 Equipment										$300		$300
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total				$20				$70		$300		$390

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION CAPITOL POLICE-GENERAL EXPENSES	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993		$2,029
BUDGET BASE, 1993		$2,029
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		
2. BUDGET YEAR PAY ADJUSTMENT		
3. BUDGET YEAR LOCALITY PAY		
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		$20
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		$20
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		$370
1. LEGISLATION		
2. WORKLOAD		$70
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		$70
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		$300
a. REPLACEMENT AND UPGRADE		$300
II. NET INCREASE/DECREASE REQUESTED		$390
III. TOTAL APPROPRIATION REQUEST, 1994		$2,419

CAPITOL GUIDE SERVICE

Schedule A

HOUSE OF REPRESENTATIVES
CAPITOL GUIDE SERVICE
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	45	$1,266	45	$1,315	45	$1,349		$34
12 Personnel Benefits		$317		$319		$344		$25
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials		$20		$10		$15		$5
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	45	$1,603	45	$1,644	45	$1,708		$64

Schedule B

HOUSE OF REPRESENTATIVES
CAPITOL GUIDE SERVICE
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

					PROGRAM TYPE CHANGES							
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$59										$59
12 Personnel Benefits		$25										$25
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials				$5								$5
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$84		$5								$89

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION CAPITOL GUIDE SERVICE	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993	45	$1,644
BUDGET BASE, 1993	45	$1,644
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		$59
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		$12
2. BUDGET YEAR PAY ADJUSTMENT		$22
3. BUDGET YEAR LOCALITY PAY		
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		$25
B. PRICE LEVEL CHANGES		$5
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		$5
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$64
III. TOTAL APPROPRIATION REQUEST, 1994	45	$1,708

Explanation of Changes Shown on Schedule C

CAPITOL GUIDE SERVICE

Mandatory Pay and Related Changes:

Increase is due to annualization of FY '93 COLA, funding for the FY '94 prorated COLA and personnel benefits.

Price Level Changes:

An increase of $5,000 is required to replace damaged uniforms, and uniforms for new employees.

SPECIAL SERVICES OFFICE

Schedule A

HOUSE OF REPRESENTATIVES
SPECIAL SERVICES OFFICE
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	6	$215	7	$261	7	$261		
12 Personnel Benefits		$58		$72		$78		$6
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services		$19		$33		$27		-$6
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	6	$292	7	$366	7	$366		

Schedule B

HOUSE OF REPRESENTATIVES
SPECIAL SERVICES OFFICE
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation												
12 Personnel Benefits		$6										$6
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services				-$6								-$6
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$6		-$6								

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
SPECIAL SERVICES OFFICE

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993	6	$366
BUDGET BASE, 1993	6	$366
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		$6
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		
2. BUDGET YEAR PAY ADJUSTMENT		
3. BUDGET YEAR LOCALITY PAY		
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		$6
B. PRICE LEVEL CHANGES		($6)
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		($6)
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		
III. TOTAL APPROPRIATION REQUEST, 1994	6	$366

Explanation of Changes Shown on Schedule C

SPECIAL SERVICES OFFICE

Mandatory Pay and Related Changes:

Increase is attributable to the rising costs of agency contributions which are increasing from 27.76 cents on the dollar per employee, in FY '93, to an estimated 29.59 cents in FY '94.

STATEMENTS OF APPROPRIATIONS

Schedule A

HOUSE OF REPRESENTATIVES
STATEMENTS OF APPROPRIATIONS
BY OBJECT CLASS

	FY 1992 Actual		FY 1993 Estimate		FY 1994 Estimate		Net Change FY 94 vs. FY 93	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation								
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services						$20		$20
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total						$20		$20

Schedule B

HOUSE OF REPRESENTATIVES
STATEMENT OF APPROPRIATIONS
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation												
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services								$20				$20
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total								$20				$20

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION STATEMENTS OF APPROPRIATIONS	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1993		
BUDGET BASE, 1993		
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		
1. ANNUALIZE CURRENT YEAR PAY ADJUSTMENT		
2. BUDGET YEAR PAY ADJUSTMENT		
3. BUDGET YEAR LOCALITY PAY		
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		$20
1. LEGISLATION		
2. WORKLOAD		$20
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		$20
I. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$20
III. TOTAL APPROPRIATION REQUEST, 1994		$20

Explanation of Changes Shown on Schedule C

STATEMENTS OF APPROPRIATIONS

Program Type Changes:

The amount of $20,000 is being requested for FY '94.

Congress of the United States
Office of Technology Assessment

FISCAL YEAR 1994
JUSTIFICATION OF ESTIMATES

Not for distribution until after
Hearings on Legislative Appropriations

Submitted to
SUBCOMMITTEE ON
LEGISLATIVE BRANCH APPROPRIATIONS

December 1992

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OFFICE OF TECHNOLOGY ASSESSMENT
FISCAL YEAR 1994 BUDGET IN BRIEF
TO THE
SUBCOMMITTEES ON LEGISLATIVE BRANCH APPROPRIATIONS

The funds requested represent the best estimate of the Technology Assessment Board of what is required to meet the needs for the second session of the 103rd Congress.

FY 94 Budget Request: $22,925,000
Includes:
- $2,000 for the Prospective Payment Assessment Commission authorized in 42 U.S.C. 1395ww
- $2,000 for the Physician Payment Review Commission authorized in 42 U.S.C. 1395w-1
- $20,000 for Monitoring of Mandated Veterans Studies authorized in P.L. 96-151, P.L. 98-160, and P.L. 99-272
- $2,000 for the Advisory Panel on Alzheimer's Disease authorized in P.L. 99-660 and P.L. 102-507
- $100,000 for the DoD Independent Research and Development Contracts Evaluation authorized in P.L. 102-190
- $30,000 for the Review of DOEd's study of its role in support graduate education authorized by P.L. 102-325

FY 93 Budget Request: $23,668,000
FY 93 Appropriation: $21,025,000

ESTIMATED INCREASE IN FY 94 REQUEST OVER FY 93 BUDGET BASE $ 1,900,000

Salaries and Expenses

For salaries and expenses necessary to carry out the provisions of the Technology Assessment Act of 1972 (Public Law 92-484), including official reception and representation expenses (not to exceed [$3,500] $5,500 from the Trust Fund), and expenses incurred in administering an employee incentive awards program (not to exceed [$1,800] $2,500), rental of space in the District of Columbia, [and those expenses necessary to carry out the duties of the Director of the Office of Technology Assessment under 42 U.S.C. 1395ww, and 42 U.S.C. 1395w-1] [$21,025,000] $22,925,000: Provided, That none of the funds in the Act shall be available for salaries or expenses of any employee of the Office of Technology Assessment in excess of 143 staff employees: Provided further, That no part of this appropriation shall be available for assessments or activities not initiated and approved in accordance with section 3(d) of Public Law 92-484[, except that funds shall be available for the assessment required by Public Law 96-151]: Provided further, That none of the funds in this Act shall be available for salaries or expenses of employees of the Office of Technology Assessment in connection with any reimbursable study for which funds are provided from sources other than appropriations made under this Act, or shall be available for any other administrative expenses incurred by the Office of Technology Assessment in carrying out such a study.

OBLIGATION SUMMARY
OFFICE OF TECHNOLOGY ASSESSMENT

Salaries and Expenses
(in thousands of dollars)

	Fiscal Year 1993 (Estimated)	Fiscal Year 1994 (Estimated)	Estimated Change
General and Administrative Fixed Costs	6,301	6,661	360
Planning	208	223	15
Testimony, Follow-on, Special Analyses	755	809	54
Prospective Payment Assessment Commission	1	2	1
Physician Payment Review Commission	4	2	(2)
Veterans Studies	12	20	8
Intercity Bus Access for Individuals With Disabilities	82	...	(82)
Advisory Panel on Alzheimer's	...	2	2
DOD Independent Research and Development Contracts	16	100	84
Review of DOE's Study on It's Role in Support of Graduate Education	...	30	30
John Heinz Competitive Excellence Award Candidates Evaluation 1/	...	...	0
Formal Assessments:			
Continuation of Assessments Initiated in Prior Fiscal Years	11,559	12,359	800
New Assessments to be Initiated	2,087	2,717	630
Total Formal Assessments	13,646	15,076	1,430
Total	21,025	22,925	1,900

1/ This mandate imposes a potential annual burden of $339,000 on OTA's flexibility to initiate new work.

1. SCHEDULES A, B, AND C - AGENCY REQUEST AND ANALYSIS OF CHANGE

Schedule A

Office of Technology Assessment
Summary
By Organization and By Object Class

	FY 92 ACTUAL		FY 93 ESTIMATE		FY 94 ESTIMATE		NET CHANGE 93/94	
CATEGORIES	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Organization:								
Energy, Materials, and International Security Division	36	4,958	36	4,956	36	5,421	0	465
Health and Life Sciences Division	36	4,882	36	4,908	36	5,422	0	514
Science, Information, and Natural Resources Division	36	4,919	36	4,860	36	5,421	0	561
General and Administration Division	35	6,262	35	6,301	35	6,661	0	360
Total	143	21,021	143	21,025	143	22,925	0	1,900
2. Breakdown by Object Class:								
11 Personnel Compensation		10,629		11,444		12,348		904
12 Personnel Benefits		2,185		2,370		2,659		289
13 Benefits to Former Personnel		16		51		52		1
21 Travel		316		368		391		23
22 Transportation of Things		112		110		110		0
23 Rent, Communications & Utilities		2,138		2,252		2,314		62
24 Printing and Reproduction		531		541		560		19
25.1 Consulting Services		3,065		2,701		3,262		561
25.2 Other Services		1,307		761		792		31
26 Supplies and Materials		305		245		253		8
31 Equipment		417		182		184		2
32 Land and Structures								
42 Insurance Claims and Indemnities								
Total		21,021		21,025		22,925		1,900

Schedule B

Office of Technology Assessment
Analysis of Change to Budget Base
By Organization and by Object Class

					PROGRAM TYPE CHANGES							
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.		TOTAL CHANGES	
CATEOGRIES	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown By Organization:												
Energy, Materials, and International Security Division		343		32				90				465
Health and Life Sciences Division		268		55				191				514
Science, Information, and Natural Resources Division		319		43				199				561
General and Administration Division		264		96								360
Total		1,194		226				480				1,900
2. Breakdown By Object Class:												
11 Personnel Compensation		904										904
12 Personnel Benefits		289										289
13 Benefits to Former Personnel		1										1
21 Travel				23								23
22 Transportation of Things												
23 Rent, Communications & Utilities				62								62
24 Printing and Reproduction				19								19
25.1 Consulting Services				81				480				561
25.2 Other Services				31								31
26 Supplies and Materials				8								8
31 Equipment				2								2
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		1,194		226				480				1,900

Schedule C

Office of Technology Assessment
Summary
Detailed Analysis of Changes

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1993	143	21,025
Adjustments to Appropriation		
Budget Base, 1994	143	21,025
	1994 Request	
I. Adjustments to Base	Staff	Amount ($000)
A. Mandatory Pay and Related Costs	...	1,194
1. Annualization of January 1993 Cost-of-Living Adjustment		129
2. January 1994 Cost-of-Living Adjustment		223
3. Merit Increases and Promotions		407
4. Health Benefit Cost Increases		38
5. Contribution to Retirements Funds		95
6. Benefits to Former Employees		1
7. Locality-Based Pay		301
B. Price Level Changes	...	226
1. Travel Related Inflation of 6.25%		23
2. Building Lease Increases		52
3. Telephone Services Inflation of 5%		6
4. Miscellaneous Communications Inflation of 3%		4
5. Printing Inflation of 3.7%		19
6. Library of Congress Services Inflation of 8.2%		7
7. Consultant Services Inflation of 3%		81
8. Other Services Inflation of 3%		24
9. Supplies and Materials Inflation of 3%		8
10. Equipment Inflation of 3%		2
C. Program Type Changes		
1. Legislation	...	...
2. Workload	...	480
a. Additional Assessments and Studies		480
3. Equipment, Alterations, Maintenance, Repairs, Etc.	...	...
II. Net Increase/Decrease Requested	...	1,900
III. Total Appropriation Request, 1994	143	22,925

2. EXPLANATION OF CHANGES SHOWN ON SCHEDULE C

Office of Technology Assessment
Agency Summary

A. MANDATORY PAY AND RELATED COSTS	Staff	Amount (000)
1. Annualization of January 1993 3.7% Cost-of-Living Adjustment		129
2. January 1994 2.2% Cost-of-Living Adjustment		223
3. Merit increases and promotions averaging 3% agency-wide		407
4. Annualization of January 1993 9.5% plus estimated January 1994 9.5% health benefit increases		38
5. Increase in retirement contributions (FERS)		95
6. Increase in unemployment compensation		1
7. January 1994 2.9% locality-based pay adjustment		301
B. PRICE LEVEL CHANGES	**Staff**	**Amount (000)**
1. Travel inflation rate of 6.25% applied to base		23
2. Building lease escalation based on 30% of change in CPI-W for space, plus an estimated 3.7% increase in operating costs and property taxes		52
3. Telephone services inflation rate of 5% applied to base		6
4. Miscellaneous communications inflation rate 3% applied to base		4
5. Printing and publications inflation rate of 3.7% applied to base		19
6. Interagency agreement with the Library of Congress for financial services increase of 8.2% for COLA's, locality-based pay adjustment and within-grade increases		7
7. Consultant services inflation rate of 3% applied to base		81
8. Other services inflation rate of 3% applied to base		24
9. Supplies and materials inflation rate of 3% applied to base		8
10. Equipment inflation rate of 3% applied non ADP equipment base		2
C. PROGRAM TYPE CHANGES	**Staff**	**Amount (000)**
1. Legislation		...
2. Workload		
a. Additional assessments and studies		480
3. Equipment, Alterations, Maintenance, Repairs, Etc.		...

3. SUMMARY OF AGENCY REQUEST

Schedule D

Office of Technology Assessment
FY 1994 Budget Request

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1993	143	21,025
Proposed Changes for FY 1994		
Mandatory Pay and Related Costs		1,194
Price Level Changes		226
Program Type Changes		
Legislation		
Workload		480
Equipment, Alterations, Maintenance, Repairs, Etc.		
Total Proposed Changes	0	1,900
FY 1994 Budget Request	143	22,925

4. Overview of OTA's Role

Technological capabilities will determine, in large part, whether America leads or follows other economically and scientifically powerful nations in the decades following the end of the Cold War. With 20 years' experience, OTA has the proven ability to assist Congress's deliberations on the Nation's vision of the future and to help link the science and technology enterprise to accomplishment of national goals.

The foremost goal of citizens and elected officials appears to be restoring the resilience and competitiveness of the U.S. economy. OTA studies such as *Competing Economies: America, Europe, and the Pacific Rim*, *U.S. - Mexico Trade: Pulling Together or Apart*, and *After the Cold War: Living with Lower Defense Spending* help put the Nation's economic problems in perspective and provide important technological guidance and options for policy makers. The 103rd Congress will undoubtedly pursue legislation to ensure improvements in the quality of life and human health. OTA's assessments on education, e.g., *Technologies for Adult Literacy*, and health, e.g., *Does Health Insurance Make a Difference?* and *Special Care Units for People with Alzheimer's and Other Dementias*, establish a factual basis and broad context for the debates. As Congress addresses the critical goals of personal, national, and international security, OTA's studies ranging from *Police Body Armor Standards and Testing* to *Building Future Security: Strategies for Restructuring the Defense Technology and Industrial Base* will provide essential grounding in basic technical knowledge and opportunities. Improved environmental quality and sustainable use of natural resources will likely remain high on Congress's agenda. The breadth and depth of OTA's publications in this area -- *Green Products By Design: Choices for a Cleaner Environment*, *Trade and Environment: Conflicts and Opportunities*, *Building Energy Efficiency*, *Forest Service Planning: Accommodating Uses, Producing Outputs, and Sustaining Ecosystems*, and *A New Technological Era for American Agriculture* to name just a few -- reflect committees' requests to OTA to develop analyses and options that can serve as a common resource to all of the Congress as its tries to resolve these issues.

OTA's work in FY 1994 will continue to reflect the explicit needs of the committees of jurisdiction. The bipartisan, bicameral Technology Assessment Board (TAB) will guide OTA's work with committees and shape the agency's agenda through the assessment proposal approval process. OTA serves as a shared resource for Congress, providing nonpartisan analysis of scientific and technological issues -- issues intrinsic to all important policy decisions -- in a cost effective way.

5. OTA's Accomplishments During Fiscal Year 1992

During FY 1992, OTA delivered 52 publications to Congress, including assessment reports, background papers, and administrative documents (see p. 71). As of September 30, 1992, 42 TAB-approved studies and 17 special responses were in progress. As an integral part of carrying out assessments, OTA also provided expert advice, briefings, testimony, and results of OTA assessments matched to the specific needs of the requesting committees and the congressional agenda (see p. 111).

OTA reports represent comprehensive synthesis and analysis on some of the most controversial and costly issues faced by Congress, covering, for example, maintaining a strong defense in the aftermath of the Cold War, developing global standards for high technology equipment, the research and development agenda of the pharmaceutical industry, and U.S. vulnerability to oil import disruptions. These studies directly reflect the expressed needs and priorities of committees of the House and Senate. During the year, OTA served over 80 different committees and subcommittees of both houses, typically in response to bipartisan requests.

Relation of Work to Legislative Activities

OTA's role is neither to promote nor to discourage the development or the application of any particular technology or legislation, but rather to help Congress determine whether or when some form of Federal government participation may make sense. OTA identifies and clarifies options; exposes misleading, unsupportable, or incorrect information; and works to raise the level of understanding in the debate about expensive and controversial technical issues.

In each section on accomplishments in OTA's divisions, we identify some activities during fiscal year 1992 that illustrate the link between OTA's work and specific congressional activity. Please see the following pages for this information:

page

Energy, Materials, and International Security Division

Energy and Materials 28
Industry, Technology, and Employment 29
International Security and Commerce 30

Health and Life Sciences Division

Biological Applications 42
Food and Renewable Resources 42
Health 43

Science, Information, and Natural Resources Division

Telecommunication and Computing Technologies 55
Oceans and Environment 55
Science, Education, and Transportation 56

Mandate Avoidance

OTA works closely with members of TAB and the Appropriations Committees to maintain the authority of TAB to set the agenda of the agency and the best use of OTA's limited resources for the whole Congress. Because demand for OTA's assistance exceeds the resources made available to the agency, some committees attempt to initiate studies through new legislation rather than request studies through the Board (as was contemplated in OTA's enabling legislation). Mandates are strongly discouraged as a mechanism to obtain OTA's help, and potential mandates are often avoided when we are able to work with the interested parties prior to passage of legislation into law.

More than 60 bills containing mandates for OTA were introduced in the 102d Congress. OTA's work with the committees prevented all but seven mandates from being enacted, and two of the enacted mandates acknowledge the need for TAB approval before resources are devoted to the mandated activity. The five enacted mandates that do not recognize TAB's authority are:

P.L. 102-172 **Defense Department Appropriations for FY 1992**

This law requires DoD to work with OTA in conducting an examination of Israeli antiterrorism technologies. This consultative effort is expected to require only minimal resources.

P.L. 102-190 **National Defense Authorization Act for Fiscal Years 1992 and 1993**

This law requires OTA to conduct a study to determine the effect of regulations issued by DoD on payment of costs of contractors for independent research and development and for bids and proposals. The regulations were to be issued by April 1, 1992, and OTA's study is due no later than December 1, 1995. This effort would require significant FY 1994 resources.

P.L. 102-325 **Higher Education Amendments of 1992**

This law requires the Secretary of Education to consult with OTA in conducting a study which will provide an assessment of the information currently collected on graduate education and will identify what additional information should be generated to guide the Department of Education in defining and executing its role in the support of graduate education. This consultative effort will require minor funding in FY 1994.

P.L. 102-429 **Export Enhancement Act of 1992**

This law establishes the John Heinz Competitive Excellence Award and requires OTA to evaluate candidates. If undertaken, it will represent a major drain on resources in FY 1993 and FY 1994. As noted on page 2 the activity represents a potential drain of $339,000 in FY 1993 and FY 1994 on OTA's ability to initiate new work.

P.L. 102-507 **Alzheimer's Disease Research, Training, and Education Amendments of 1992**
This law extends OTA's requirement (first established by P.L. 99-660) to appoint members to the Advisory Panel on Alzheimer's Disease and make annual reports on the Panel's activities. This activity has been approved and will not require significant FY 1994 resources.

Continuing Mandated Functions

OTA's study on Intercity Bus Access for Individuals With Disabilities, mandated by P.L. 101-336, the American for Disabilities Act, is expected to be delivered to TAB in March 1993. It will have cost over $450,000 over fiscal years 1992 and 1993.

OTA continues to monitor veterans studies: P.L. 96-151 requires OTA to monitor and evaluate certain studies by the Department of Veterans Affairs; P.L. 98-160 requires OTA to monitor certain Federal research activities with regard to veterans exposed to atomic radiation; P.L. 99-272 requires OTA to monitor certain Federal research activities related to women veterans.

OTA continues to appoint the members of the Prospective Payment Assessment Commission (ProPAC) and the Physician Payment Review Commission (PhysPRC). ProPAC is an independent advisory committee mandated under the "Social Security Amendments of 1983" (P.L. 98-21, Section 601) that reform the Medicare program payment method. The law requires the OTA Director to select the Commission members. The first Commissioners were appointed in 1983. Six Commissioners' terms expired in March 1992, and the Director made four reappointments and two new appointments.

PhysPRC is also an independent advisory committee and was mandated by the Consolidated Omnibus Budget Reconciliation Act of 1985 (P.L. 99-272). PhysPRC's purpose is to advise Congress and the Executive Branch on possible ways of reforming physician payment under the Medicare program. The law requires the OTA Director to select the Commission members. Initial appointments to the 13-member Commission were made in 1986, for terms ranging from one to three years. In April of 1992, the Director reappointed three Commissioners and appointed two new Commissioners.

Interagency Coordination

In carrying out OTA's mission as a shared resource of the committees of the Congress, our staff cooperate and interact extensively with congressional members and staff and with the staffs of other Federal agencies, the private sector, and institutions around the world. This extensive networking serves to avoid duplication and to increase Congress's analytical resource base as it enables OTA to utilize the most up-to-date information available. In particular, OTA and the three other congressional support agencies have adopted processes that ensure fuller utilization of each other's expertise -- in administrative as well as substantive areas. Senior staff from OTA, CRS, CBO, and GAO meet regularly to discuss topics on which each agency works, such as trade, education, health care, energy, agriculture, environment, transportation, and defense, in order to eliminate duplication and ensure that resources are devoted to each facet of an issue. A few recent examples of OTA networking that resulted in notable benefits to the Federal, State, and local government include:

- GAO is using OTA's assessment of the defense industrial base in its assessment of multiproduct production. In addition, OTA staff are periodically requested to review GAO's strategic plans for examining Air Force and other defense programs.
- OTA's companion projects, *After the Cold War* and *Building Future Security*, have helped GAO staff with background information on issues of military base closure, military conversion in Eastern Europe, and a federal clearinghouse for state and local governments.
- Based on research done for *After the Cold War*, OTA staff have helped CBO staff develop research

methods for measuring the location of defense spending.

- OTA conducted a symposium on testing and assessment for GAO's human resources/education staff.
- OTA's 1992 report, *Outpatient Immunosuppressive Drugs under Medicare*, was used by CBO to help cost out a bill introduced in Congress on the topic.
- CRS, GAO, the Health Resources and Services Administration (HRSA), and the Office of the Assistant Secretary for Planning and Evaluation of HHS (ASPE) have used the background materials and contractor document for OTA's first case management workshop in developing their research projects on case management. These agencies have adopted the operational definition of Case Management developed for OTA's study, and as a result, the findings of the various studies will address the same topic.
- GAO and CBO have provided budget data to OTA for its analysis of Earth Observation Systems, and the three agencies work closely together with the congressional committees of jurisdiction.
- Based on the OTA report *Performance Standards for the Food Stamp Employment and Training Program*, an OTA staff member was asked to be a member of a study group to assist HHS in setting performance standards for the JOBS program. HHS organizers distributed the OTA report to the group.
- Based on the OTA reports *Making Things Better*, *Competing Economies*, and *Serious Reduction of Hazardous Waste*, OTA staff have assisted the New Mexico Manufacturing Productivity Center with information on what other states are doing in manufacturing modernization and in industrial hazardous waste reduction.
- Based on the report *Competing Economies*, OTA staff have provided background material to the Bureau of Research and Policy of the New York State Department of Economic Development to help them prepare their statutorily required annual statewide economic development strategic plan.
- The Department of Health and Human Services cited findings of OTA's report, *Evaluation of the Oregon Medicaid Proposal*, to support their widely publicized decision not to grant the State a Medicaid waiver. The State of Oregon cited some other findings of the same OTA report in rebuttal to the Administration's decision. The State has also been making some adjustments to its prioritized list based on OTA's critique of the list.
- The National Institute on Disability Research and Rehabilitation used OTA's 1982 report on *Technology and Handicapped People* to frame a recent **Federal Register** notice concerning its research priorities in the area of evaluation of disability-related devices.
- OTA staff met with officials of the Office of Science and Technology Policy (OSTP) to discuss OTA's study of DNA patenting and its role in fulfilling U.S. commitments in the issue area. As a result, rather than conduct its own study, OSTP is encouraging international institutions to cooperate with OTA's study.
- The National Research Council (NRC) specifically undertook studies of automotive fuel economy and nuclear power to follow up on OTA assessment reports. OTA staff were fully involved in the NRC effort, often providing briefings on OTA's work.
- The Department of Defense used OTA's study of the defense industrial base in developing their industrial base program.
- Two OTA reports, *Redesigning Defense* and *Building Future Security*, have become textbooks at the Industrial College of the Armed Forces.
- Officials responsible for development of standards for body armor in Canada and the United Kingdom delayed standard-setting in anticipation of OTA's report on the issue.
- NASA's Earth Observing Systems program is carefully weighing one of the cost-reducing options outlined in OTA's background paper, *Affordable Spacecraft*: flying instruments individually (or in small groups) on separate spacecraft rather than flying them collectively on a larger spacecraft.
- An OTA staffer member chaired an Expert Panel convened by an Interagency Task Force on Telecommunications in Education for OSTP.
- The data analysis model from OTA's report, *Safe Skies*, was used as one guide in reorganizing FAA's Office of Aviation Safety.

6. Changes in OTA's Prior Plans for FY 1992

During FY 1992, OTA essentially accomplished its goals, with approved modifications, negotiated reductions in some projects, and additions to others to meet the changing needs of Congress and accommodate the inherent uncertainty of research. Also, during the year OTA's General and Administration activities were restructured in a way that allowed a greater share of resources to flow to the analytical divisions.

The chart below shows the variations in actual obligations for the OTA divisions for FY 1992 from the planned obligations for FY 1992 provided on Schedule A in the FY 1992 budget justification. The chart on page 16 provides a summary by object class of projects and actual expenditures for FY 1992.

Changes in OTA's Prior Plans

DIVISION	FY 92 ESTIMATE ($000)	FY 92 ACTUAL ($000)	PERCENT CHANGE
Energy, Materials, and International Security	4,860	4,958	2.0
Health and Life Sciences	4,860	4,882	0.5
Science, Information, Natural Resources	4,860	4,919	1.2
General and Administration	6,445	6,262	-2.8
Total	21,025	21,021	0.0

7. OTA's Goals for FY 1994

Over the past 20 years, OTA has provided Congress with hundreds of reports on emerging technologies and with policy options for governing in a time of rapid technological change. Congress's agenda for FY 1994, and the events that could dominate its attention, are only partially predictable. This means that OTA must carefully manage its shrinking capacity for "flexible response" by continuing to sustain expertise in key issues involving science and technology. We fully expect that a number of current issues will remain high on the agenda and may become increasingly important: the strengthening of the U.S. civilian industry to compete in a global economy; education and training; improved ways to assure quality health care; the peaceful transformation of centrally planned economies into market economies; the management of local, regional, and global environments; restructuring the executive programs (e.g., energy, space) and reevaluating priorities; and changing U.S. defense efforts as the international security environment changes.

OTA's appropriation has remained approximately level, in constant dollars, since FY 1985. Our FY 1994 budget request reflects an effort to hold on to the capability we now possess. OTA's primary goal is to ensure that the committees of Congress understand technological developments and how the legislative process can affect these developments and help the Nation accomplish its aims. To do that, we must be able to attract superior analysts from all scientific and technological disciplines, and we must provide our analysts with the tools (e.g., computing power) necessary to maintain productivity. The budget request presented here would enable OTA to sustain its present level of effort. In addition, OTA is requesting restoration of $480,000 to support contractual analyses and advisory panel meetings and workshops; this figure would enable OTA to devote approximately 23 percent of its research divisions' budgets to contracting, which we believe is minimal to meet the needs of a small agency with analytical capabilities across a diverse span of disciplines.

Priorities in Program Work

OTA's agenda is driven by the explicit needs of congressional committees. Therefore, we cannot predict in detail the new assessments that will be undertaken in a given year. In response to the Appropriations Committees' request, however, OTA has prepared a list of subjects that are representative of the of assessments we may be asked to undertake. Such an exercise, using a wide variety of information sources, helps sharpen the discussions between OTA staff and congressional committees. It also reflects one of the charges Congress assigned to OTA: foresight about emerging technology. The most recent list (see below) was derived from a much larger group of subjects that have come to OTA's attention via its own work, requests and inquiries already received from committees, the technical literature, interactions with members and staff of Congress, and from peers in the Executive Branch and outside of the government. Because OTA works hard to be responsive to changing congressional needs, work actually begun in a given year is often significantly different from OTA's prospective list, but new work usually does contain some of the identified issues. (Brief descriptions of the candidate studies are provided in the sections on divisions' priorities on pages 31, 44, and 57).

Candidate Areas for New Assessments In Fiscal Years 1993 and 1994

The topics given in this list have been identified by congressional committees, OTA, and its advisers as technical issues the Congress will face over the next several years. Note: 1) This list is not given in order of priority; 2) **the actual number of issues we can undertake as full assessments is not more than 1 in 3 or 4 of those listed.**

Energy and Materials

Energy Research and Development: Responding to Changing Needs
Social Costs of Energy Consumption
Energy and Urban Design
Natural Gas: U.S. Supply Availability
Materials Use and the U.S. Economy
Sustainable Stewardship: Technology and Multiple Resource Management of Federal Lands and Resources

Industry, Technology, and Employment

Working and Learning: New Strategies for Young People
Technology, Productivity, and Employment in the Service Sector
Technology and Trade with Developing Economies
Dismantling Amenities
Cleaner Manufacturing Technologies and U.S. Manufacturing Competitiveness
Employment Implications of Environmental Regulation

International Security and Commerce

Multinational Monitoring and Verification in the New World Order
Disaster Response
Technology Trends and Military Missions
New Priorities in U.S. Space Programs
Theater Missile Defense
Long-Term Military Technologies
Implementing the Chemical Weapons Convention

Biological Applications

Biological Privacy
Organ Transplantation: New Technologies, New Issues
Performance Enhancing Drugs
Reproductive Technologies
Technologies for Estimating Benefits of OSHA Regulations
Violence: Assault on the Public Health

Food and Renewable Resources

Impacts of Increased Agriculture Trade on the Environment
Technologies to Use and Reuse Agricultural Water Efficiently
Pest Control in America: To 2000 and Beyond
Implications of Endangered Species Protection for Management of Renewable Resources in America
Technologies for Ecological Restoration
Resource Management and Public Education in the National Parks

Health

Information Technology and the Health Care System
Managed Health Care: Cost Saving and Health Effects
AIDS Studies
Health Technology Under Global Health Care Budgets
Health Care and the Inner City
Prescription Drugs and Health Care Reform

Telecommunication and Computing Technologies

Networked Information and Individual Privacy and Security
Wireless Communication Services
Online Digital Libraries: Accessibility, Usability, Copyright & Security
Advanced Visualization Technology: Multimedia, Virtual Reality & Cyberspace
Mission-critical Computer Software for the Federal Government
Future Directions in Advanced Computers

Oceans and Environment

Fisheries Decline and Non-point Source Pollution
Effectiveness of Cleanup of Contaminated Sites
Dealing With Natural Disasters
Environmental Protection and the Economy
Key Issues in Environmental Health
Drinking Water Quality in the U.S.

Science, Education, and Transportation

School to Work Transition
Teachers and Technology
Technology and Restructuring
Intermodal Systems
Surface Transportation R&D
Structural Arrangements for R&D Policymaking

Office of Technology Assessment
Fiscal Year 1992 Estimate vs Actual
By Object Class

CATEGORIES	FY 92 ESTIMATE DOLLARS ($000)	FY 92 ACTUAL DOLLARS ($000)	CHANGE EST VS ACT PERCENT	CHANGE EST VS ACT DOLLARS ($000)
2. Breakdown by Object Class:				
11 Personnel Compensation	10,925	10,629	(2.7)	(296)
12 Personnel Benefits	2,297	2,185	(4.9)	(112)
13 Benefits to Former Personnel	10	16	60.0	6
21 Travel	374	316	(15.5)	(58)
22 Transportation of Things	131	112	(14.5)	(19)
23 Rent, Communications & Utilities	2,358	2,138	(9.3)	(220)
24 Printing and Reproduction	479	531	10.9	52
25 Other Services	4,049	4,372	8.0	323
26 Supplies and Materials	231	305	32.0	74
31 Equipment	171	417	143.9	246
32 Land and Structures				
42 Insurance Claims and Indemnities				
Total	21,025	21,021	(0.0)	(4)

31. EQUIPMENT (Increase of 144% or $246K)

- Upgrade of workstations in research programs. OTA is totally dependent at the research level on advanced computer technology. Rapidly changing software technology for enhanced productivity required improvement in workstation hardware. For example, the research advantages of working in a Windows software environment required the upgrade of 286 machines to 386 or higher machines, and discount purchasing in FY 1992 reduced future costs for implementing such a change.

- Completed a two-year program for upgrade of token ring circuit boards in the local area network in one year. Completion of the program improved network speed and throughput and supported the added information processing load after incorporating the Internet network and the planned Capnet network into the OTA local area network. By completing the planned upgrade in one year instead of two years, we were able to realize a reduction in future costs and to take advantage of staff and workload opportunities this year to more efficiently implement the upgrade.

8.A. Agency Workload and Product Data

Projects Requested or Mandated and Approved During the Fiscal Year

	FY1992 actual	FY1993 (est.)	FY1994 (est.)
projects requested by committees (1)	38	40	40
projects approved by TAB	20 (2)	18	20
projects undertaken as special responses or incorporated in ongoing work	17	20	20
projects delayed to another fiscal year	1	2	2
legislative mandates enacted in fiscal year (3)	5	2	0
legislative mandates active in fiscal year	4	8	7

(1) These numbers are representative of assessments formally requested in writing. They do not represent the total number of request letters for an assessment (which may come from several different committees) and do not include the significant number of requests that are refused or referred elsewhere before reaching the formal request stage.

(2) TAB's approval of one study was automatically rescinded when the National Academy of Sciences decided to undertake a similar study.

(3) OTA's appropriations language states, "That no part of this appropriation shall be available for assessments or activities not initiated and approved in accordance with section 3(d) of Public Law 92-484." The previously mandated studies will be continued. OTA will continue to discourage new mandates with the assistance of the Technology Assessment Board and the Appropriations Committees.

8.B. Agency Workload and Product Data

Projects Ongoing, Started, or Completed During the Fiscal Year

	1990 actual	1991 actual	1992 actual	1993 (est.)	1994 (est.)
Projects in Process - Beginning of Fiscal Year (1)	35	39	43	42	36
Projects Approved by TAB During the Fiscal Year	16	16	20	20	20
Reports Published During the Fiscal Year (2)	33	27	31	29	23
Projects in Process - End of Fiscal Year	39	43	42	36	36

(1) Projects in Process counts all TAB-approved activities. A project may produce more than one assessment report, or may produce no reports at all, therefore numbers are not additive. Projects in press or under TAB review are counted.

(2) "Reports" includes assessment reports and administrative documents.

8.C. Agency Workload and Product Data

Type and Number of Products Completed During the Fiscal Year

Products	FY 1992 (est.)	FY 1992 actual	FY 1993 (est.)	% change 92-93	FY 1994 (est.)	% change 93-94
Reports (1)	24	31	29	(6)	23	(21)
Other Publications (2)	25	21	26	24	20	(23)
Testimony	50	31	50	61	50	0
Total Products	99	83	105	27	93	(11)

(1) Reports includes full assessment reports, special reports, and administrative documents.

(2) Other Publications refers to Background Papers.

9. STAFFING OF THE AGENCY

Schedule E

Office of Technology Assessment
Summary
Direct and Indirect Employees

CLASSIFICATION	NUMBER OF EMPLOYEES FY 92 ACTUAL	NUMBER OF EMPLOYEES FY 93 ESTIMATE	NUMBER OF EMPLOYEES FY 94 ESTIMATE	DOLLARS ($000) FY 92 ACTUAL	DOLLARS ($000) FY 93 ESTIMATE	DOLLARS ($000) FY 94 ESTIMATE
Staff Allocation (permanent positions)	143	143	143	—	—	—
11.1 Full-Time Permanent						
Full-Time Permanent	139	139	139	8,330	8,761	9,465
Part-Time Permanent 1/	7 (4)	7 (4)	7 (4)	254	263	271
11.3 Other Than Full-Time Permanent						
Temporary 2/	50	67	67	2,034	2,384	2,569
Intermittent/Consultants	22	19	19	11	36	37
25.2 Other Services (Contracts for on-site personal services) 3/	27	16	15	1,132	203	209

1/ Number of individuals and full-time equivalent employment in ( ).

2/ OTA's support services contract was terminated on 9/30/92 and replaced by 16 temporary employees.

3/ Includes individuals whose services are obtained under contract performing on-site services (in agency workspace) for six months or more during a twelve month period.

Schedule F

Office of Technology Assessment

OBJECT CLASS 25.0 SERVICE CONTRACTS (INDIRECT EMPLOYMENT)						
	NUMBER OF CONTRACTS			DOLLARS ($000)		
Type of service provided under contract	FY 92 ACTUAL	FY 93 ESTIMATE	FY 94 ESTIMATE	FY 92 ACTUAL	FY 93 ESTIMATE	FY 94 ESTIMATE
In House	16	7	7	463	203	209
Panel/Work Group	826	1,386	1,386	497	859	885
Research Contracts	294	222	285	2,105	1,639	2,168
Support Services	1	...	...	669	...	...
NFC Services	1	1	1	20	21	22
Library of Congress	1	1	1	68	80	87
Purchase Orders	498	500	515	550	660	683
TOTAL*	1,637	2,117	2,195	4,372	3,462	4,054

* This includes the total number of contracts and the total dollars under object class 25.

10. DIVISION A: ENERGY, MATERIALS, AND INTERNATIONAL SECURITY

1. SCHEDULES A1, B1, AND C1 FOR THE DIVISION

Schedule A1

Office of Technology Assessment
Energy, Materials, and International Security
By Organization and By Object Class

	FY 92 ACTUAL		FY 93 ESTIMATE		FY 94 ESTIMATE		NET CHANGE 93/94	
CATEGORIES	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Organization:								
Energy, Materials, and International Security Division	36	4,958	36	4,956	36	5,421	0	465
Total	36	4,958	36	4,956	36	5,421	0	465
2. Breakdown by Object Class:								
11 Personnel Compensation		3,075		3,292		3,552		260
12 Personnel Benefits		639		701		784		83
13 Benefits to Former Personnel								0
21 Travel		84		113		120		7
22 Transportation of Things		7		10		10		0
23 Rent, Communications & Utilities		6		4		4		0
24 Printing and Reproduction		167		193		200		7
25.1 Consulting Services		802		546		652		106
25.2 Other Services		80		37		38		1
26 Supplies and Materials		45		37		38		1
31 Equipment		53		23		23		0
32 Land and Structures								
42 Insurance Claims and Indemnities								
Total		4,958		4,956		5,421		465

Schedule B1

Office of Technology Assessment
Energy, Materials, and International Security Division
Analysis of Change to Budget Base
By Organization and by Object Class

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.			
CATEGORIES	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown By Organization:												
Energy, Materials, and International Security Division		343		32				90				465
Total		343		32				90				465
2. Breakdown By Object Class:												
11 Personnel Compensation		260										260
12 Personnel Benefits		83										83
13 Benefits to Former Personnel												
21 Travel				7								7
22 Transportation of Things												
23 Rent, Communications & Utilities												
24 Printing and Reproduction				7								7
25.1 Consulting Services				16				90				106
25.2 Other Services				1								1
26 Supplies and Materials				1								1
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		343		32				90				465

Schedule C1

Office of Technology Assessment
Energy, Materials, and International Security Division
Detailed Analysis of Changes

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1993	36	4,956
Adjustments to Appropriation		
Budget Base, 1994	36	4,956
	1994 Request	
	Staff	Amount ($000)
I. Adjustments to Base		
A. Mandatory Pay and Related Costs	...	343
1. Annualization of January 1993 Cost-of-Living Adjustment		37
2. January 1994 Cost-of-Living Adjustment		65
3. Merit Increases and Promotions		118
4. Health Benefit Cost Increases		11
5. Contribution to Retirements Funds		25
6. Locality-Based Pay		87
B. Price Level Changes	...	32
1. Travel Related Inflation of 6.25%		7
2. Printing Inflation of 3.7%		7
3. Consultant Services Inflation of 3%		16
4. Other Services Inflation of 3%		1
5. Supplies and Materials Inflation of 3%		1
C. Program Type Changes		
1. Legislation	...	...
2. Workload	...	90
a. Additional Assessments and Studies		90
3. Equipment, Alterations, Maintenance, Repairs, Etc.	...	...
II. Net Increase/Decrease Requested	...	465
III. Total Appropriation Request, 1994	36	5,421

10.2. EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR DIVISION A

Office of Technology Assessment
Energy, Materials, and International Security Division

A. MANDATORY PAY AND RELATED COSTS	Staff	Amount (000)
1. Annualization of January 1993 3.7% Cost-of-Living Adjustment		37
2. January 1994 2.2% Cost-of-Living Adjustment		65
3. Merit increases and promotions averaging 3% agency-wide		118
4. Annualization of January 1993 9.5% plus estimated January 1994 9.5% health benefit increases		11
5. Increase in retirement contributions (FERS)		25
6. January 1994 2.9% locality-based pay adjustment		87
B. PRICE LEVEL CHANGES	Staff	Amount (000)
1. Travel inflation rate of 6.25% applied to base		7
2. Printing and publications inflation rate of 3.7% applied to base		7
3. Consultant services inflation rate of 3% applied to base		16
4. Other services inflation rate of 3% applied to base		1
5. Supplies and materials inflation rate of 3% applied to base		1
C. PROGRAM TYPE CHANGES	Staff	Amount (000)
1. Legislation		...
2. Workload		
a. Additional assessments and studies		90
3. Equipment, Alterations, Maintenance, Repairs, Etc.		...

10.3. Role of the Energy, Materials, and International Security Division

The Energy, Materials, and International Security Division comprises three Programs: Energy and Materials; Industry, Technology, and Employment; and International Security and Commerce.

The Energy and Materials Program is responsible for assisting the Congress in understanding the technological possibilities for developing our energy and materials resources and the consequences of these developments for society. In this way, the Program can help the Congress ensure rational resource development such that economic growth is maintained, undesirable side effects are kept to a minimum, and the resource base is sustained for future generations. The Program covers those technologies that concern the extraction, delivery, and use of energy and materials. Although primarily directed at domestic resources, the Program also is concerned with world markets and policies, including imports and exports of energy and materials.

The Industry, Technology, and Employment Program examines how technology affects the ability of U.S. industry to contribute to a healthy national economy. Its responsibilities include consideration of the competitiveness of U.S. industries in international markets, trade and economic development issues, the number and nature of employment opportunities, needs for worker education, training and retraining, and ways to ease adjustment in structural economic transitions. The ITE Program is concerned with the competitive position of both basic and new industries, with the development and dissemination of pre-competitive technologies, and with the quantity, nature, and quality of jobs.

The International Security and Commerce Program deals with national security, space technology, international relations generally, and international technology transfers. The Program's work in national security includes an assessment of likely impacts of technological considerations on national security, which includes international stability, diplomacy, alliance relations, and arms control, as well as deterrence and defense. Assessment of defense industrial/technological base issues is an increasing part of ISC's work. The work on space technology involves a range of issues, such as space transportation, international cooperation and competition in civilian space activities, and space debris, in which technological progress, civilian exploration, commercial uses of space, and national security must be reconciled. ISC's work in technology transfer combines several perspectives: the national security and foreign policy considerations that lie behind export controls, a concern for the health and competitiveness of U.S. industry in international markets; and a concern for the objective of managing technology transfer in such a way as to contribute to favorable international economic development.

10.4. Accomplishments of the Energy, Materials, and International Security Division

In FY 1992, the Energy, Materials, and International Security Division published 15 assessment reports:

- **U.S. Oil Import Vulnerability: The Technical Replacement Potential**
- **Improving Automobile Fuel Economy: New Standards, New Approaches**
- **Competing Economies: America, Europe and the Pacific Rim**
- **Performance Standards for the Food Stamp Employment and Training Program,**
- **After the Cold War: Living With Lower Defense Spending**
- **Technology Against Terrorism: Structuring Security**
- **Fueling Development: Energy Technologies for Developing Countries**
- **Building Energy Efficiency**
- **Retiring Old Cars: Programs to Save Gasoline and Reduce Emissions**
- **Building Future Security: Strategies for Restructuring the Defense Technology and Industrial Base**
- **Police Body Armor Standards and Testing**
- **Police Body Armor Standards and Testing: Vol. II**
- **Monitoring Limits on Sea-Launched Cruise Missiles**
- **Green Products by Design: Choices for a Cleaner Environment**
- **U.S. Mexico Trade: Pulling Together Or Pulling Apart?**

The Division also published 5 background papers:

- **American Military Power: Future Needs, Future Choices**
- **NASA's Office of Space Science and Applications: Process, Priorities and Goals**
- **Trade and Environment: Conflicts and Opportunities**
- **Lessons in Restructuring Defense Industry: The French Experience**
- **Remotely Sensed Data From Space: Distribution, Pricing, and Applications**

In addition, the Division testified 14 times.

Listed below are several examples of direct legislative use of the Division's work:

Energy and Materials

1. Based on the findings of the reports *Energy Efficiency in the Federal Government: Government by Good Example?* and *Building Energy Efficiency*, OTA interacted extensively with the Senate Committee on Governmental Affairs, which led to Chairman Glenn's introduction of S. 1040, the Government Energy Efficiency Act of 1991. OTA interacted with staff of the House Energy and Commerce Subcommittee on Energy and Power in development of the Federal energy portions of H.R. 776, the National Energy Efficiency Act of 1992. Throughout the year, OTA staff briefed Senate and House staff on prospects and policy options for improving Federal energy efficiency. The report was cited heavily in the February Senate Floor debate over S. 2166, The National Energy Security Act of 1992. OTA's Staff Memorandum on "Opportunities for Compact Fluorescent Lamps in Federal Facilities," which was completed as a follow-up to the Federal energy efficiency report, was also cited extensively in the February Senate Floor debate over Federal energy provisions of S. 2166, and was inserted verbatim by Senator Glenn into the Congressional Record on February 6, 1992 (S. 1180-1181).

2. OTA's report, *Improving Automobile Fuel Economy: New Standards, New Approaches*, was used extensively throughout the 102nd Congress in the draft legislative proposals to increase Corporate Average Fuel Economy (CAFE) Standards, which were being considered as amendments to comprehensive energy legislation being debated in both the House and Senate (S. 2166, The National Energy Security Act of 1992 and H.R. 776, The National Energy Efficiency Act of 1992). In the course of this work, OTA provided extensive briefings and testimony for the Senate Committees on Energy and Natural Resources and on Commerce, Science, and Transportation, and the House Committee on Energy and Commerce. OTA staff also informally analyzed draft CAFE legislation for Senators Bryan, Johnston, and Gore and provided extensive briefings for Senators Johnston and Levin. Throughout the year, OTA staff briefed a wide range of Senate and House members and staff on alternative fuels and automotive fuel economy and other energy technology issues being addressed in the assessment and testified several times on these subjects in the last year. Several of the OTA options have provided middle ground in the debate over CAFE standards. OTA continues to be consulted frequently by Committee staff and Members on this topic.

3. OTA's report, *U.S. Oil Import Vulnerability: The Technical Replacement Capability*, was widely cited by Senators on both sides during the cloture debate on S. 1220, the National Energy Security Act of 1991 and in the subsequent February 1992 floor debate over the revised bill, S. 2166. During the course of the study, OTA provided informal technical briefings for Senate and House committee staff on technologies and policy initiatives for reducing oil imports to assist them in drafting legislation. Finally, the OTA report was also cited in Senate consideration of H.R. 776 the House version of the energy bill in August 1992. One of the report's policy options -- establishment of a process for setting clear national energy policy objectives with quantitative indicators of progress, and periodic review by Congress and the Executive Branch -- made its way into S. 1018, a bill to establish national energy policy goals, and H.R. 776 as amended by the Senate. OTA staff continue to respond to requests for information and clarification on the report and its subject matter for congressional staff.

4. Building on the findings of OTA work on the biological effects of electromagnetic fields completed in the course of the assessment, *Electric Power Wheeling and Dealing: Technological Considerations for Increasing Competition*, and the background paper, *Biological Effects of Electromagnetic Fields*, throughout the 102nd

Congress OTA staff were consulted by staff of the House Committee on Science, Space, and Technology as they drafted of legislation on federal research efforts on biological effects of electric and magnetic fields (EMF) and on the appropriate level, scope, and structure of federal research efforts.

5. As follow-up delivery of the Report, *Fueling Development: Energy Technologies for Developing Countries*, OTA provided background for legislation on foreign aid and trade policy related to energy technology through a series of briefings to Committee and Members' staff. These included a staff briefings with the House Committee on Banking, Finance and Urban Affairs, Subcommittee on International Development, Trade, Finance, and Monetary Policy. The report was used by Subcommittee staff in drafting in H.R. 3428, "The International Development, Trade, and Finance Act of 1991," to authorize U.S. capital contributions to a number of international financial institutions.

6. In the course of preparation of the report, *Green Products by Design: Choices for a Cleaner Environment*, OTA staff were consulted frequently by the staff of the House Energy and Commerce Committee's Subcommittee on Transportation and Hazardous Materials as they have drafted legislation reauthorizing the Resource Conservation and Recovery Act (RCRA). OTA staff provided the Subcommittee with briefing materials on toxic use reduction, as well as a critique of their draft RCRA bill. House Science, Space, and Technology Committee's Subcommittee on Environment convened a hearing shortly after the release of the report to consider R&D legislation.

7. In the course of preparing the report, *Retiring Old Cars: Programs to Save Gasoline and Reduce Emissions*, OTA staff were consulted by both House and Senate staff regarding legislative proposals aimed at removal of older cars from the U.S. fleet. The OTA work contributed to the analysis of costs and benefits of alternative legislative proposals, in particular legislation introduced by Sen. Roth. Building on the OTA analysis, OTA staff reviewed implementation problems associated with various options and the potential effects on oil use of the Senator's proposed legislation granting CAFE credits to automakers participating in retirement programs.

8. OTA's assessment report, *Electric Power Wheeling and Dealing: Technological Considerations for Increasing Competition*, was cited extensively in the early legislative discussions and hearings in the House Energy and Commerce Subcommittee on Energy and Power affecting the regulation of electric utilities such as proposals to amend the Public Utility Holding Company Act, the Public Utilities Regulatory Policy Act, and the Federal Power Act included in the House and Senate versions of comprehensive energy legislation considered in the 102nd Congress.

9. OTA's reports, *New Electric Power Technologies: Problems and Prospects for the 1990s*, *Nuclear Power in an Age of Uncertainty*, and *Starpower: The U.S. and International Quest for Fusion Energy* continue to be used by energy R&D authorizing committees as reference sources. In particular, they were referred to frequently in the House Committee on Science and Technology's Subcommittees on Energy and on Environment authorization hearings on the DOE R&D budget. In addition OTA staff were consulted frequently by Committee staff in the consideration of related bills being considered by the Senate Committee on Energy and Natural Resources and the House Subcommittee on Energy and Power.

Industry, Technology, and Employment

1. Based on research done for *Making Things Better* and *Competing Economies*, OTA was able to make substantial contributions -- briefings, consultations, and document reviews -- to development of the comprehensive legislation, the American Technology and Competitiveness Act of 1992 (H.R. 5100).

2. Frequent references to *Competing Economies* appear in both the Science, Space and Technology Committee's report to the Budget Committee on the 1993 budget and in Chairman Brown's remarks on the floor of the House. The Committee's report quotes and adopts OTA's conclusion on the future of U.S. competitiveness absent changes in government policies and draws from policy options in technology development, technology diffusion, trade, and taxes.

3. The report by the Committee on Government Operations on Japan's economic policy toward the high-performance computing industry extensively references *Competing Economies* on, among other topics, the technology of supercomputers, the policies of the Japanese government to develop Japan's supercomputer industry, and the Japanese response to the 1987 Supercomputer Agreement.

4. Since its release in February, *After the Cold War: Living with Lower Defense Spending* has received extraordinary Congressional attention. In particular, OTA has been consulted on an ongoing basis by the Senate Democratic Defense Conversion Task Force headed by Sen. Pryor (who calls OTA's assistance invaluable) and has briefed the Senate Republican Defense Conversion Task Force headed by Sen. Rudmann. One notable briefing included a talk given at the weekly luncheon of the Democratic Policy Committee, which was attended by some 40 members.

5. *After the Cold War: Living with Lower Defense Spending* was used intensively and had many impacts in the strategic framework of legislation and in specific provisions. Many of the options of the report became law -- especially in the area of investment for growth. The legislative vehicles were the Defense Authorization and Appropriations Acts. On the technology side, an outstanding feature of the law was an appropriation of $100 million for Federal support of state and local technology extension services open to all small and medium sized manufacturing firms -- not just defense firms.

6. In Introducing S.2554, the Technical Skills Enhancement Act, Senator Rockefeller stated, "The Office of Technology Assessment published an excellent report in 1990 on worker training [*Worker Training: Competing in the New International Economy*]. [The OTA] report takes an in-depth look at all the training issues, including technology transfer. The report states: 'State and Federal industrial extension services are slowly learning that small firms need more than just the latest hardware -- they need help in benefiting from the technology which includes training the workers...' My bill is a natural, next step in the direction suggested by OTA....."

The Technical Skills Enhancement Act draws upon Options in Worker Training, which suggest ways to combine training with technology transfer and industrial extension services, and discuss the need for a single clearinghouse to disseminate best practice information on training.

7. The analysis in *Worker Training* of the need for workforce training consortia and collection of data on training influenced provisions on these subjects in H.R. 3507, the proposed American Industrial Quality and Training Act.

8. In preparing S. 2633, introduced by Senator Dole in April 1992, the U.S. Department of Labor drew heavily on *Worker Training*. OTA's findings on the weaknesses of U.S. training relative to competitors such as Japan, Germany, Korea, and Canada were used to develop the bill's proposal for a comprehensive overhaul of the Federal-State employment and training system.

9. Based on the trade work OTA has done in *Competing Economies* and in *Trade and Environment*, OTA assisted staff of the Subcommittee on Fisheries and Wildlife Conservation and the Environment to understand the GATT implications of potential Administration legislation limiting wild bird imports that the Committee wanted, but that the Administration had put on hold because of potential GATT problems. The Committee decided to go ahead with its own legislation limiting imports. The legislation was passed (P.L. 102-440).

International Security and Commerce

1. OTA's study of the defense industrial base study had direct impact on S. 3114 and Conference Report H.R. 102-966 that became the Defense Authorization Act for FY93.

2. The Senate Foreign Relations Committee reprinted OTA briefing materials and the summary of *Verification Technologies: Measures for Monitoring Compliance with the START Treaty* in its START hearings prints.

3. OTA testified before the Senate Foreign Relations Committee on the relevance of *Verification Technologies: Cooperative Aerial Surveillance in International Agreements* to the Open Skies Treaty.

4. OTA's background paper, *Remotely Sensed Data from Space: Distribution, Pricing, and Applications*, focused on the different approaches to data pricing and distribution policies outlined in H.R. 3614, and S. 2297, bills to amend the Landsat Commercialization Act of 1984. It had a role in resolving differences, resulting in the passage of P.L. 102-555, the Land Remote Sensing Policy Act of 1992.

10.5. Changes in Prior Plans for FY 1992 for the Energy, Materials, and International Security Division

During Fiscal Year 1992, the Energy, Materials, and International Security Division essentially accomplished its goals, with approved modifications and additions to meet the changing needs of Congress. These changes reflect the inherent uncertainty of research and the attendant need to be able to make adjustments.

(Please see the chart on page 12 for the breakdown of the differences in estimated and actual Division spending for FY 1992.)

10.6. FY 1993 and FY 1994 Priorities for the Energy, Materials, and International Security Division

A Division's work is determined by the expressed needs of Congressional Committees, so we cannot safely predict an agenda, but an illustrative list of subjects that are representative of the kinds of new assessments that we may be asked to undertake can be prepared. Such an exercise, using a wide variety of information sources, helps sharpen the discussions between OTA staff and Congressional Committees. It also reflects one of the charges Congress assigned to OTA: foresight about emerging technology. Of course each Division can undertake only a few new assessments each year, so this list should be viewed only as representative of potential subjects for the assessments that the Energy, Materials, and International Security Division may be asked to undertake in Fiscal Years 1993 and 1994. Because OTA works hard to be responsive to changing Congressional needs, new work is often significantly different from OTA's prospective list, but it usually does contain some of the identified issues.

Energy and Materials

ENERGY RESEARCH AND DEVELOPMENT: RESPONDING TO CHANGING NEEDS

The Federal Government spends about 230 million dollars per year on energy efficiency R&D, and about 2650 million dollars per year on energy supply R&D. The energy efficiency research includes transportation, buildings, industry, and utilities. A rapidly changing external environment has shifted the efficiency-related R&D needs of the nation, but it is not at all clear that DOE's R&D planning methodology allows for these changes to be reflected in the R&D portfolio. In this project OTA will explore (1) how Congress and DOE allocates R&D funds both within sectors and across sectors, (2) alternative methods to allocate these funds (for example, by looking at how other R&D organizations allocate their funds), and (3) provide options to ensure that allocation of R&D funds can respond to changing national needs while still providing the long-term stability needed to bring technologies to commercial application.

SOCIAL COSTS OF ENERGY CONSUMPTION

Energy policymakers frequently make choices -- through R&D funding, tax policy, regulatory changes, etc. -- among energy systems without a clear understanding of their comparative overall social costs, especially those costs not captured in our current market economy. Decreasing energy security, faltering economic growth, and environmental degradation are making such a cost accounting ever more important if choices are to be made that are sensitive to externalities not captured in the market. In this study, OTA would examine and review past and present attempts at establishing such methods examine the prospects for devising a credible and appropriate methodological framework appropriate to U.S. policy making for evaluating these comparative social costs of energy systems. OTA would then examine how this framework might be applied to selected cases in the United States to establish some baseline estimates of these social costs.

ENERGY AND URBAN DESIGN

This study would evaluate how energy use, environmental impacts, and related systemwide capital investment and operating costs are influenced by urban design and how urban design is influenced by Federal, State, and Local government policy. Zoning, real estate laws, and other factors may strongly influence a city to develop with a high rise urban core of office buildings surrounded by far flung suburbs. The private-vehicle based urban design that results by default from these processes has high capital costs and energy use. For example, per capita fuel use for transport is four times greater for U.S. cities than for European cities, while at the same time, many believe that European cities are more livable. The U.S. urban form also largely excludes such options as mass transit, district heating and cooling, and others.

NATURAL GAS: U.S. SUPPLY AVAILABILITY

Recent changes in the market and regulations governing natural gas will have an uncertain impact on the costs and availability of this resource, which currently supplies about 25 percent of US primary energy needs. Recent changes such as the continued deregulation of natural gas prices, disputes over long-term supply contracts, the development of a natural gas futures market, and FERC Order 636 circumstances have changed considerably in recent years. In this study, OTA would review the current and projected conditions of natural gas uses and markets in the United States, giving special attention to the impacts that recent changes will have on the major market participants (driller, pipeline operator, utility, and consumer). The study would analyze technologies and technical issues that could have an impact on these major parties. The study would help distinguish both obstacles and opportunities to improve the technical and economic prospects of this major domestic energy source.

MATERIALS USE AND THE U.S. ECONOMY

The consumption of materials has historically been one of the principal determinants in effecting economic growth. For most of this century, materials requirements have closely correlated with increases in industrial production. However, the use of materials like steel, aluminum, cement, and lumber per unit of GNP ("materials intensity") has leveled off or declined in recent decades. This "dematerialization" has been attributed to a variety of causes: saturation of traditional consumer markets compared with markets for knowledge-intensive products and services; increasing use of more efficient, light weight materials such as high-strength alloys and plastics; and structural changes in the economy from heavy manufacturing to services.

SUSTAINABLE STEWARDSHIP: TECHNOLOGY AND MULTIPLE RESOURCE MANAGEMENT OF FEDERAL LANDS AND RESOURCES

Over one third of the Nation's land and even more of its mineral wealth are publicly owned. Under Federal land management laws, many federal lands are to be administered under principles of multiple use -- balancing resource development with recreation, protection of wildlife and habitat, and watershed preservation, as examples. This study would look at the adequacy and effectiveness of natural resource land management and planning requirements and how they are implemented by federal land managers. How well do land managers do in collecting and analyzing data on mineral resources on lands they control. To what extent are environmental protection and multiple use considerations integrated into land managers decisionmaking about both short-term and long-term resource development. Are there more efficient and cost effective technologies and methods that land managers can use in developing resource management plans and priorities. How well do existing approaches balance the multiple uses of public lands and resources, while protecting environmental and other values for which these lands are held?

Industry, Technology and Employment

WORKING AND LEARNING: NEW STRATEGIES FOR YOUNG PEOPLE

Young people going to work face poor economic prospects: an average unemployment rate 3 times greater than that for adults over age 25, and declining real earnings. A growing proportion of families headed by youth have incomes below the poverty level. The low quality of training provided to many young people, and the generally poor jobs open to many of them, contribute to declining U.S. competitiveness. Our major international competitors in both Europe and Asia have well-developed systems for employing and training young people. This study would include: assessment of experiments in work experience for high school students; examination of jobs currently available to young people lacking a college diploma and the career prospects offered by these jobs; analysis of the training employers provide to workers under the age of 21; assessment of the potential of instructional technology; and policy options for the Federal government and other interested parties (e.g., the States, community colleges, employers, unions). The assessment would examine training as a vehicle for job restructuring, higher productivity, and enhanced international competitiveness.

TECHNOLOGY, PRODUCTIVITY, AND EMPLOYMENT IN THE SERVICE SECTOR

Technology has the potential to generate substantial improvements in productivity, service quality and adaptability in the service sector. But this potential is so far apparently largely unrealized, at least by conventional measures of productivity. Since the service sector now employs about 70 percent of U.S. workers, many of them in low wage, dead end jobs, its apparent low productivity could be acting as a drag on overall U.S. productivity and standard of living. As the service sector's share of employment rises, transforming dead end jobs into higher paying ones with opportunities for career advancement is increasingly important to U.S. workers. This assessment would examine current and alternative ways of organizing the service sector and their implications for the creation of large numbers of good jobs. It would consider how policy might influence corporate business strategies so that new technology and workers' skills complement each other. The study would build on the preliminary work on jobs in the service sector in *U.S.-Mexico Trade: Pulling Together or Pulling Apart?* and in *International Competition in Services.* This assessment would go beyond both by making much more concrete high and low productivity/high and low skill ways of organizing work and labor markets in a number of service sectors. This assessment would help fill a gap in policy development that stems from the past and current emphasis on manufacturing and manufacturing jobs.

TECHNOLOGY AND TRADE WITH DEVELOPING ECONOMIES

Because of the decline of many traditional forms of development assistance, and because the end of the Cold War has reduced the motivation for aid, a growing number of Third World countries may find themselves falling further behind the developed economies. Furthermore, flexible automation, which reduces the direct labor content in manufactured goods, could either help or hinder the development prospects of Third World countries. As government-to-government aid declines in relative importance, MNCs may emerge as the primary agents of development, with consequences to the developing countries and to the U.S. that are as yet poorly understood. And because development requires exporting, the U.S. market will continue to be a target for goods from developing countries. As the NAFTA debate illustrates, the consequences include continuing protectionist pressures, even though Third World development also means new markets for U.S. goods and services. Policies to be explored in this assessment might include re-evaluation of U.S. foreign assistance policies, ways to encourage productive investment by MNCs and by local sources, human capital formation, institutional capabilities for technology development, and how to deliver turnkey packages of affordable education, transportation, health and environmental protection amenities.

DISMANTLING AMENITIES

The recent OTA report *Competing Economies: America, Europe and the Pacific RIm* documented the economic evidence that the U.S. is falling behind its international competition. But there are criteria of success and welfare other than economic measures such as export share, average incomes and rate of growth of GNP. In those too, the U.S. has cause for concern. Streets are unsafe, dirty, and pockmarked with potholes, libraries close, schools decay, businesses curtail or eliminate health care plans, and environmental concerns persist. In particular, U.S. firms worry about how seemingly out of control costs of health care affect their international competitiveness, while a substantial segment of the U.S. population has no health insurance. This assessment would attempt to quantify the extent to which firms and governmental bodies in the U.S. are dismantling amenities in an effort to meet global competition and to match expenditures to tax revenues. The assessment would explore less expensive alternatives to providing traditional amenities, and would investigate the feasibility of setting up a set of non-economic indicators that might help to more accurately describe the well-being of the Nation than economic indicators alone are capable of doing.

CLEANER MANUFACTURING TECHNOLOGIES AND U.S. MANUFACTURING COMPETITIVENESS

The demands of meeting environmental regulations in the U.S. can adversely affect U.S. manufacturing competitiveness, particularly if firms invest heavily in end of pipe treatment, rather than changing to cleaner manufacturing processes. This assessment will analyze the potential effects of cleaner and more energy efficient technologies on U.S. manufacturing competitiveness. The assessment will examine the extent to which new, cleaner process technologies such as powder coating paints, direct steel making, no-clean soldering, and dry process vacuum coatings can lower manufacturing costs, or improve product quality, or both. In addition, it will examine how practices accompanying cleaner technology (e.g., workforce participation and training, focus on reduced defects and better maintenance, and continuous improvement of the production process) affect firm competitiveness. The assessment will analyze the degree to which U.S. firms have adopted leading edge cleaner technologies, particularly as they compare to U.S. industry leaders and to foreign firms. The assessment will identify barriers to faster adoption, and will examine the effectiveness of U.S. and foreign government policies to develop and diffuse clean and energy efficient manufacturing process technologies.

EMPLOYMENT IMPLICATIONS OF ENVIRONMENTAL REGULATION

This assessment would seek to improve our understanding of the environment-jobs interaction, and would examine both jobs subject to international competition and those relatively shielded from such competition. The assessment would develop options aimed at ameliorating job loss in industries that might be adversely affected by environmental regulations, and options to support increased quantity and quality of employment in cleaner industrial production. Technology and R&D policies, environmental regulatory approaches, worker training and adjustment policies, regional economic development policies, taxation, and land use regulation might all significantly influence job-environment interactions and thus assist in making the twin goals of economic and environmental improvement complementary rather than adversarial.

International Security and Commerce

MULTINATIONAL MONITORING AND VERIFICATION IN THE NEW WORLD ORDER

Future arms control agreements are likely to be multilateral, necessitating verification procedures that are open and multinational. This study would assess benefits and costs to the United States--political, military, and economic--of various forms of multilateral verification of arms control agreements; assess implications for international cooperative security arrangements.

DISASTER RESPONSE

Examine alternatives for responding to natural and manmade disasters in the United States and abroad, such as strategic stockpiling, enhanced international organizations, new technological developments, new roles for military forces. Discuss implications for international relations of a major role for the U.S. military in international disaster relief efforts.

TECHNOLOGY TRENDS AND MILITARY MISSIONS

Assess how technology has developed (and is developing) to perform various broad defense functions (e.g., sea control and denial, air control, ground attack and occupation), providing a basis for Congress to re-examine the allocation of roles and missions among the branches of the Armed Services.

NEW PRIORITIES IN U.S. SPACE PROGRAMS

Focusing on the growing internationalization of space efforts, the end of the east-west cold war competition, and important trade/industry issues, this study will examine the implications of competition and cooperation for foreign relations, industrial relations, technology development, and solving environmental problems.

THEATER MISSILE DEFENSE

In view of the potential proliferation of ballistic missiles and weapons of mass destruction, assess the potential for effective defenses against short- to intermediate-range missiles of adversaries possessing various levels of technological sophistication; assess the utility of such defenses.

LONG-TERM MILITARY TECHNOLOGIES

Identify opportunities to invest in development of high-payoff (but high-risk) technologies that could provide significant new military capabilities or much reduce costs of existing capabilities; identify potential threats from new discoveries, novel applications, or military exploitation of civil sector technology.

IMPLEMENTING THE CHEMICAL WEAPONS CONVENTION

For the newly-signed CWC, analyze implementation requirements with respect to such issues as verification instruments and procedures, protection of confidential information at inspected sites, implications for export control regulations, assistance to countries threatened by chemical attack, destruction of U.S. chemical arsenal, and role of U.S. chemical defense program.

10.7 STAFFING OF THE DIVISION

Schedule E

Office of Technology Assessment
Energy, Materials, and International Security Division
Direct and Indirect Employees

CLASSIFICATION	NUMBER OF EMPLOYEES FY 92 ACTUAL	FY 93 ESTIMATE	FY 94 ESTIMATE	DOLLARS ($000) FY 92 ACTUAL	FY 93 ESTIMATE	FY 94 ESTIMATE
Staff Allocation (permanent positions)	36	36	36	—	---	---
11.1 Full-Time Permanent						
Full-Time Permanent	36	36	36	2,546	2,803	3,024
Part-Time Permanent	0	0	0	0	0	0
11.3 Other Than Full-Time Permanent						
Temporary	10	11	11	529	464	502
Intermittent/Consultants	8	8	8	0	25	26
25.2 Other Services (Contracts for on-site personal services) 1/	8	8	8	154	92	95

1/ Includes individuals whose services are obtained under contract performing on-site services (in agency workspace) for six months or more during a twelve month period.

11. DIVISION B: HEALTH AND LIFE SCIENCES

1. SCHEDULES A1, B1, AND C1 FOR THE DIVISION

Schedule A1

Office of Technology Assessment
Health and Life Sciences
By Organization and By Object Class

	FY 92 ACTUAL		FY 93 ESTIMATE		FY 94 ESTIMATE		NET CHANGE 93/94	
CATEGORIES	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Organization:								
Health and Life Sciences Division	36	4,882	36	4,908	36	5,422	0	514
Total	36	4,882	36	4,908	36	5,422	0	514
2. Breakdown by Object Class:								
11 Personnel Compensation		2,678		2,652		2,862		210
12 Personnel Benefits		547		559		617		58
13 Benefits to Former Personnel		1		10		10		0
21 Travel		85		114		121		7
22 Transportation of Things		8		10		10		0
23 Rent, Communications & Utilities		3						0
24 Printing and Reproduction		174		202		209		7
25.1 Consulting Services		1,149		1,139		1,364		225
25.2 Other Services		106		188		194		6
26 Supplies and Materials		45		19		20		1
31 Equipment		86		15		15		0
32 Land and Structures								
42 Insurance Claims and Indemnities								
Total		4,882		4,908		5,422		514

Schedule B1

Office of Technology Assessment
Health and Life Sciences Division
Analysis of Change to Budget Base
By Organization and by Object Class

					PROGRAM TYPE CHANGES							
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.		TOTAL CHANGES	
CATEGORIES	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown By Organization:												
Health and Life Sciences Division		268		55				191				514
Total		268		55				191				514
2. Breakdown By Object Class:												
11 Personnel Compensation		210										210
12 Personnel Benefits		58										58
13 Benefits to Former Personnel												
21 Travel				7								7
22 Transportation of Things												
23 Rent, Communications & Utilities												
24 Printing and Reproduction				7								7
25.1 Consulting Services				34				191				225
25.2 Other Services				6								6
26 Supplies and Materials				1								1
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		268		55				191				514

Schedule C1

Office of Technology Assessment
Health and Life Sciences Division
Detailed Analysis of Changes

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1993	36	4,908
Adjustments to Appropriation		
Budget Base, 1994	36	4,908
	1994 Request	
I. Adjustments to Base	Staff	Amount ($000)
A. Mandatory Pay and Related Costs	...	268
1. Annualization of January 1993 Cost-of-Living Adjustment		30
2. January 1994 Cost-of-Living Adjustment		51
3. Merit Increases and Promotions		93
4. Health Benefit Cost Increases		12
5. Contribution to Retirements Funds		12
6. Locality-Based Pay		70
B. Price Level Changes	...	55
1. Travel Related Inflation of 6.25%		7
2. Printing Inflation of 3.7%		7
3. Consultant Services Inflation of 3%		34
4. Other Services Inflation of 3%		6
5. Supplies and Materials Inflation of 3%		1
C. Program Type Changes		
1. Legislation	...	...
2. Workload	...	191
a. Additional Assessments and Studies		191
3. Equipment, Alterations, Maintenance, Repairs, Etc.	...	...
II. Net Increase/Decrease Requested	...	514
III. Total Appropriation Request, 1994	36	5,422

11.2. EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR DIVISION B

Office of Technology Assessment
Health and Life Sciences Division

A. MANDATORY PAY AND RELATED COSTS	Staff	Amount (000)
1. Annualization of January 1993 3.7% Cost-of-Living Adjustment		30
2. January 1994 2.2% Cost-of-Living Adjustment		51
3. Merit increases and promotions averaging 3% agency-wide		93
4. Annualization of January 1993 9.5% plus estimated January 1994 9.5% health benefit increases		12
5. Increase in retirement contributions (FERS)		12
6. January 1994 2.9% locality-based pay adjustment		70
B. PRICE LEVEL CHANGES	**Staff**	**Amount (000)**
1. Travel inflation rate of 6.25% applied to base		7
2. Printing and publications inflation rate of 3.7% applied to base		7
3. Consultant services inflation rate of 3% applied to base		34
4. Other services inflation rate of 3% applied to base		6
5. Supplies and materials inflation rate of 3% applied to base		1
C. PROGRAM TYPE CHANGES	**Staff**	**Amount (000)**
1. Legislation		...
2. Workload		
a. Additional assessments and studies		191
3. Equipment, Alterations, Maintenance, Repairs, Etc.		...

11.3. Role of the Health and Life Sciences Division

The Health and Life Sciences Division comprises three programs: Biological Applications; Food and Renewable Resources; and Health.

The Biological Applications Program assesses state-of-the-art technologies arising from progress in biological science. Its broader responsibility is to help Congress understand complex technologies in biomedical and behavioral sciences. Early warning is very much a part of the Program's charter, and some studies explore potential future applications of biological technologies; for example, biotechnology and the new genetics. Because many of these new technologies have potential impacts that are of great social and political significance, ethical, legal, and regulatory analysis is often a component of the assessments conducted by the Program.

The scope of the Food and Renewable Resources Program includes all agriculture-related technologies used to provide society with food, fiber, and chemicals, and technologies that enhance or jeopardize the ability to sustain in perpetuity the renewable resource bases that make such production possible. Agriculture itself is defined in the broad sense, including all crop and livestock production and forestry. Attention also is given to the impact that technology has had and is likely to have on how the agricultural system is organized, who controls it, and where it is heading. Further, the Program covers renewable resources that presently may not be considered or produced as crops, but that support such production and are fundamental to human needs. Relevant international analyses are often carried out.

The Health Program's charter is reflected in two primary types of efforts: 1) assessments of specific clinical and general health care technologies, and 2) studies of broader issues of health policy related to or with implications for technology. In addition, it has certain statutory, methodology oversight responsibilities regarding Vietnam veterans health studies, and provides the staff work for the OTA Director's mandated responsibility to select and appoint members of the Prospective Payment Assessment Commission and the Physician Payment Review Commission.

11.4. Accomplishments of the Health and Life Sciences Division

In FY 1992, the Health and Life Sciences Division published 9 assessment reports:

- **Biotechnology in a Global Economy**
- **Volume II - Adolescent Health: Background and the Effectiveness of Selected Prevention and Treatment Services**
- **Forest Service Planning: Accommodating Uses, Producing Outputs, and Sustaining Ecosystems**
- **Evaluation of The Oregon Medicaid Proposal**
- **Home Drug Infusion Therapy Under Medicare**
- **Cystic Fibrosis and DNA Tests: Implications of Carrier Screening**
- **A New Technological Era for American Agriculture**
- **The Biology of Mental Disorders**
- **Special Care Units for People with Alzheimer's and Other Dementias: Consumer Education, Research, Regulatory and Reimbursement Issues**

The Division also produced 10 background papers:

- **Screening Mammography in Primary Care Settings: Implications for Cost, Access, and Quality**
- **Medical Monitoring and Screening in the Workplace: Results of a Survey**
- **HIV in the Health Care Workplace**

- **Review of a Protocol for a Study of Reproductive Health Outcomes Among Women Vietnam Veterans**
- **The Menopause, Hormone Therapy, and Women's Health**
- **Identifying and Controlling Pulmonary Toxicants**
- **CDC's Case Definition of AIDS: Implications of Proposed Revisions**
- **Do Medicaid and Medicare Patients Sue More Often Than Other Patients?**
- **Does Health Insurance Make a Difference?**
- **Difficult-to-Reuse Needles for the Prevention of HIV Infection Among Injecting Drug Users**

In addition, the Division testified 8 times.

Listed below are several examples of direct legislative use of the Division's work:

Biological Applications

1. The reports, *Genetic Witness: Forensic Uses of DNA Tests, Genetic Monitoring and Screening in the Workplace, Medical Monitoring and Screening in the Workplace--Results of a Survey*, and *Cystic Fibrosis and DNA Tests: Implications of Carrier Screening*, all contributed to report language related to NIH appropriations that suggests establishment of a genetic information and privacy commission.

2. On October 24, 1992, the President signed Public Law 102-493, the Fertility Clinic Success Rate and Certification Act of 1992, which had been introduced by Congressman Ron Wyden as H.R. 4773. The law calls for each clinic to report its success rates to the Department of Health and Human Services in two ways. One is the statistic proposed by the director of the OTA project that resulted in the May 1988 report *Infertility: Medical and Social Choices*; the other a more optimistic (but less realistic) statistic endorsed by the practitioners of the art.

3. Additional copies of OTA's *Neural Grafting* report were requested by the Senate subcommittee on Aging of the Senate Committee on Labor and Human Resources, for use in action on fetal tissue transplantation.

4. The Report *The Biology of Mental Disorders* was released at a hearing of the Senate Labor and Human Resources Committee. Following that hearing, the report was cited during the floor debate on the HHS appropriations bill in the Senate.

Food and Renewable Resources

1. The Report, *Agricultural Research and Technology Transfer Policies for the 1990s*, led to the creation of the Agriculture Science and Technology Review Board, an expansion of the Users Advisory Board, and the determination of research priorities in Title XVI of the Food, Agriculture, Conservation and Trade Act of 1990.

2. The 1991 report, *Agricultural Commodities as Industrial Raw Materials*, was instrumental in changing the thinking of Senate and House Appropriations Committees about the advisability of allocating large-scale funds to commercialization activities of traditional and new crops for industrial use by developing a number of commercialization centers.

3. The OTA report on *U.S. Dairy Industry at a Crossroads: Biotechnology and Policy Choices* was the basis of hearings conducted by the Senate Committee on Agriculture, Nutrition, and Forestry and the House Committee on Agriculture. The report was subsequently used in drafting and amending legislation to change the dairy price support program and supply management programs for the dairy industry.

4. The Report, *Forest Service Planning: Accommodating Uses, Producing Outputs, and Sustaining Ecosystems*, spurred development of a provision to the Interior Appropriations Act requiring the U.S. Forest Service to have and retain an administrative appeals process.

5. An updated release, *Combined Summaries--Technologies to Sustain Tropical Forest Resources and Biological Diversity*, was used as briefing material for the Congressional Delegation to the UN Conference on Environment and Development (the "Earth Summit") held June 1992 in Rio de Janeiro, Brazil.

6. The Program's most recent publication, *A New Technological Era For American Agriculture*, is expected to influence legislation related to : food safety, plant and animal protection, biotechnology regulations, and amendments to the Federal Insecticide, and Rodenticide Act.

Health

1. Programs to address several of the research, training, and education needs identified in our 1990 report, *Confused Minds, Burdened Families: Finding Help for People With Alzheimer's and Other Dementias*, have been mandated by P.L. 102-507, including research on the role of physicians in connecting people with dementia to appropriate services, training for information and referral and case management personnel, and educational grants to inform health care providers and families about the availability of services and funding for services for people with dementia.

2. The project director for OTA's Prevention series and other OTA staff (including OTA's Assistant Director, Health and Life Sciences) provided various committees of the House and Senate with briefings, materials, and advice regarding aspects of prevention. Numerous bills have been introduced that mandate OTA doing various things related to prevention (such as developing a process on how the decision process/standards of evidence/etc. for covering additional prevention technologies should be done). OTA also advised committees and individual Members on issues surrounding Medicare (and general) coverage of colorectal cancer, cervical cancer, etc. This advice and briefings grew out of work on our Prevention Series (screening for colorectal cancer, cholesterol, cervical cancer, glaucoma, and also policy and evaluation issues re: prevention).

3. OTA staff provided information, based on our Pharmaceutical R&D study and on specific spreadsheet analyses, to staff of Senators Kassebaum and Metzenbaum, regarding the implications of whether a $200 million or a $100 million limit should be placed on the amount of revenues an orphan drug can receive without losing its market exclusivity. OTA's analyses indicated the benefits of the higher limit.

4. OTA staff provided advice to staff of Congressman Mike Kopetski regarding potential financial and organizational impact of the Oregon Medicaid demonstration waiver on Federally Qualified Health Centers (FQHCs) and Federally certified rural health clinics (RHCs).

5. OTA's 3-volume report on *Adolescent Health* was used by Congress in drafting legislation relating to various aspects of adolescent health. Five bills with the potential to have a substantial impact on adolescent health passed (Preventive Health Amendments of 1992; ADAMHA Reorganization Act, 1992; Indian Health Care Amendments, 1992; Job Training Reform Amendments, 1992; Juvenile Justice and Delinquency Prevention Act,
1992).

The Juvenile Justice and Delinquency Prevention Act of 1992 made substantial amendments to a similarly-named act first passed in 1974, including amendments that would improve coordination among Federal, State, and local agencies and emphasize community-based programs and services, including family counseling and coordination of family services. The project director of the OTA Aolescent Health project provided advice to the staff person for the newly re-established Senate Judiciary Subcommittee on Juvenile Justice and Delinquency, on the development of this legislation.

OTA's *Adolescent Health* report was cited in hearings related to **prevention** (the House Select Committee on Children, Youth, and Families (May 1991); **healthcare reform** (the House Select Committee on Children, Youth, and Families (1992); and **comprehensive school-based health services** (Senate Committee on Labor and Human Resources;(July 1992). The OTA project director met with health staff of Senate Committee on Labor And Human Resources to discuss the revision and reintroduction of Sen. Kennedy 's bill on **comprehensive school-based health services**.

OTA's report was cited in a report on **Teens and AIDS** published by the House Select Committee on Children, Youth, and Families in May 1992. OTA was asked to review the draft of this report prior to publication .

11.5 Changes in Prior Plans for FY 1992 for the Health and Life Sciences Division

During Fiscal Year 1992, the Health and Life Sciences Division essentially accomplished its goals, with approved modification and additions to meet the changing needs of Congress. These changes reflect the inherent uncertainty of research and the attendant need to be able to make adjustments.

(Please see the chart on page 12 for the breakdown of the differences in estimated and actual Division spending for FY 1992)

11.6 FY 1993 and FY 1994 Priorities for the Health and Life Sciences Division

A Division's work is determined by the expressed needs of Congressional Committees, so we cannot safely predict an agenda, but an illustrative list of subjects that are representative of the kinds of new assessments that we may be asked to undertake can be prepared. Such an exercise, using a wide variety of information sources, helps sharpen the discussions between OTA staff and Congressional Committees. It also reflects one of the charges Congress assigned to OTA: foresight about emerging technology. Of course each Division can undertake only a few new assessments each year, so this list should be viewed only as representative of potential subjects for the assessments that the Health and Life Sciences Division may be asked to undertake in Fiscal Years 1993 and 1994. Because OTA works hard to be responsive to changing Congressional needs, new work is often significantly different from OTA's prospective list, but it usually does contain some of the identified issues.

Biological Applications

BIOLOGICAL PRIVACY

Our country's decision to map the human genome has opened wider the window of concern about what information about a person's biology deserves privacy. In a related area, the increased knowledge of the biological bases of mental illness will also raise questions about what kind of information about a person's biochemistry deserves privacy and what kind of information should be released to insurance carriers, law enforcement agencies, and other organizations that will argue that increased efficiency and safety will follow from their having that information. This assessment would delineate what information is now held private and which released, derive whatever lessons those decisions provide for dealing with the new privacy questions, and analyze the methods now being used to make privacy decisions related to new biological technologies. The introduction of bills about genetic privacy in the current Congress illuminates current interest in this area.

ORGAN TRANSPLANTATION: NEW TECHNOLOGIES, NEW ISSUES

Organ transplants are increasingly common surgical procedures; indeed, the limiting factor for some procedures is the availability of donor organs. This assessment would describe the improvements in transplantation, plot the success rates, analyze the characteristics of the donor and recipient populations, and discuss the possibility of a market in donated organs. It would describe current Federal practices, obtain experts' views about needed changes, and describe the possible outcomes of those changes.

PERFORMANCE ENHANCING DRUGS

Athletes' use of various drugs to enhance physical performance has come to the public's attention because of dangerous side effects. The use of drugs and chemicals to enhance mental performance is a more recent development, but it too has been featured in national news magazines and newspapers. This assessment would investigate what is known about the desirable and non-desirable effects of performance enhancing drugs and explore the possible consequences of new or additional Federal programs directed at prohibition or controlled use.

REPRODUCTIVE TECHNOLOGIES

During the last decade or so, the Federal Government has invested little in research directed at enhancing fertility or at contraception. Furthermore, U.S. drug firms have done little research in these fields in the same time. With the new administration, which is expected to look with more favor on these activities, it is expected that questions will arise about the government's role in a renewed research program. Some questions come immediately to mind: What has been accomplished by research carried out in other countries? What are the possible markets? What safeguards are necessary? What benefits can be expected from the research?

TECHNOLOGIES FOR ESTIMATING BENEFITS OF OSHA REGULATIONS

With the completion of an on-going assessment that looks at the costs of OSHA regulations and their impacts on productivity, OTA expects a request to look at how OSHA estimates the benefits of its proposed regulations. This project would also draw upon the "health risk assessment research project," also on-going, which is examining methods for estimating human health risks. All of these projects examine some of the technologies in place and needed for the assessment of risks and benefits of new and old technologies and chemicals.

VIOLENCE: ASSAULT ON THE PUBLIC HEALTH

Violence--homicides, accidents, and suicides--is a major cause of death in the U.S. population that is under 50 years of age, and the physical and mental suffering that stems from assaults and accidents fills the hospitals. This assessment would examine violence as a public health problem: What is the extent of the problem? What are its causes? What strategies, especially behavioral ones in the family, school, and community have been used to combat it? How have they worked? What new strategies are promising? What can organizations, including the Congress, do to implement strategies that work? This assessment would probably include a number of background papers; two that come immediately to mind would be: 1) technologies to assess and to intervene, especially by education in child abuse, and 2) investigation of connection between violence and the mentally ill.

Food and Renewable Resources

IMPACTS OF INCREASED AGRICULTURE TRADE ON THE ENVIRONMENT

This study would examine potential impacts on the United States of increased globalization of markets. Using economic and ecological analyses, the study would address probable impacts of crop specialization, agricultural export orientations, pressures on renewable and non-renewable resources, transportation issues, and pest and disease concerns. The focus might include food, fisheries and aqua culture markets, horticulture markets, timber markets, the opening of new trade areas such as the former USSR and South Africa, free trade agreements, harmonization of product and pest risk standards, and GATT. The study could identify technological and institutional improvements likely to be needed within a 10-year time period to respond to identified problems .

TECHNOLOGIES TO USE AND REUSE AGRICULTURAL WATER EFFICIENTLY

Availability of water resources, particularly for agriculture, is a major concern in the United States and globally. If climate change projections are accurate, we can expect the importance of water-use efficiency to increase profoundly in the next 15 to 20 years. Competition between agriculture and other uses over water resources also would be likely to increase, further underscoring needs for increased efficiency and multiple-use systems. An OTA study could identify and assess the: 1) range of technologies employed in agriculture water-use management, 2) new and emerging technologies to enhance water-use efficiency in agriculture, 3) renewable resource-based technologies to reclaim contaminated water, 4) potential effects of widespread implementation of improved technologies on water use in the United States, 5) areas where additional research is needed, and 6) provide options for the Congress to promote enhanced water-use efficiency in agriculture.

PEST CONTROL IN AMERICA: TO 2000 AND BEYOND

Experts predict the nation's arsenal of chemical pesticides will decline significantly during the next decade due to increased reporting requirements under FIFRA. In addition, concerns continue over potential health and environmental effects of chemical pesticides. These factors have stimulated considerable interest in the development of alternative pest control methods. Applications of biological control and "biorational" chemicals (e.g., pheromones and natural toxins) are likely to increase in the near future.
Several important questions arise related to changing pest control strategies: Is national investment in R&D adequate to replace traditional control technologies within the period of expected decline? How realistic are expectations that these alternative technologies actually can eventually replace a significant segment of chemical control? Will the industry infrastructure be sufficient to meet anticipated needs? Existing Federal regulations may not adequately cover biological control, specifically the testing and commercial sale of certain macro organisms. Is new Federal legislation needed? Current U.S. markets for biological control are supplied in part by foreign producers; is there a potential Federal role for enhancing international competitiveness in this area?

IMPLICATIONS OF ENDANGERED SPECIES PROTECTION FOR MANAGEMENT OF RENEWABLE RESOURCES IN THE UNITED STATES

Species deemed to be endangered in the United States currently are required to be protected from further harm by public or private entities. The U.S. Fish and Wildlife Service or National Marine Fisheries Service are required to make efforts to promote population recovery. Although the intent and procedures of the Endangered Species Act (ESA) are clear, a number of scientific and technological issues make its implementation difficult and controversial. For example, under the ESA "species" are defined to include genetically divergent populations of the same traditionally-defined species. Advances in biotechnology allow ever more refined identification of genetic differences, and genetic engineering can generate multitudinous new hybrids. OTA could examine the implications of such technologies for protection of endangered species, and assess resource management technologies to protect categories of endangered species: 1) small populations of endemic species (e.g., Snail Darter), 2) wider-ranging species (e.g., spotted owl), 3) highly migratory species (e.g., certain birds, whales, and fishes), and 4) intermittent species (i.e., those that appear only during certain ecological conditions, such as plants whose seeds remain dormant in the soil until specific moisture regimes occur).

TECHNOLOGIES FOR ECOLOGICAL RESTORATION

The number of Federal laws mandating ecological restoration of degraded habitats (e.g., mining sites, abandoned agricultural fields, and landfills) continues to grow. Yet few criteria exist for methods and endpoints of restoration efforts. Consequently, key aspects of restored systems sometimes are flawed, such as species composition or habitat structure and stability. Under such conditions, restoration efforts can fail to achieve desired goals, for example in providing habitat for endangered species. Where restoration of one site is "traded" for development and disturbance of another previously undisturbed site, the trade is meaningless if the restoration is inadequately executed. An assessment of ecological restoration could examine questions such as:

- Do current restoration efforts achieve the stated goals of related Federal laws?
- Could they if existing technologies were adequately implemented?
- What areas require R&D?
- What is the future growth potential of ecological restoration as an industry, and is there potential Federal role in industry development?
- How do we measure the value of environmental services?

RESOURCE MANAGEMENT AND PUBLIC EDUCATION IN THE NATIONAL PARKS

Recent internal and external reviews of the National Park Service concluded significant needs exist for increased attention to natural resources in the parks. Traditionally, natural areas were left alone to preserve their natural character. Increasingly, however, influences such as tourism, species invasion, and pollution degrade and damage park ecosystems. As some of the last vestiges of native habitat, park natural areas represent unique national resources. Attention to the problems of park natural areas will require application of technologies either new or at a scale unfamiliar to many park personnel (e.g., ecological restoration and pest control), and education of park users to characteristics and values of natural areas. Needs may exist to develop new technologies or to modify existing technologies from agriculture. In addition, the agency may require significant direction or restructuring by Congress to address these growing problems adequately.

Health

INFORMATION TECHNOLOGY AND THE HEALTH CARE SYSTEM

Recent executive branch proposals to create a single patient records and billing system for the entire country have once again focused attention on the potential benefits, costs, and feasibility of automated patient record systems. With over fourteen years having passed since OTA's Technical Memorandum on Policy Implications of Medical Information Systems, this may an appropriate time for OTA to address a variety issues related to the use of information technology in health care and policy. In addition to considering changes in the technology and diffusion of automated medical record systems, OTA could address the whether information technology has a role in reducing the administrative costs associated with the U.S. health care system, its potential as a tool in studying medical outcomes and other clinical and policy research topics. This project could also address the feasibility and implications of computer-based, interactive clinical decision aids in the practice and teaching of medicine and technology to provide medical advice to health care consumers through computer networks or over the telephone. Finally, the project could follow up some of the findings of OTA's 1988 project, *Quality of Medical Care: Information for Consumers*, which in part focused on the lack of data necessary to develop and disseminate several potential measures of the quality of health services.

MANAGED HEALTH CARE: COST-SAVINGS AND HEALTH EFFECTS

Managed care has been cited as a potential cost-saving tool in many health care reform proposals, either as the sole mechanism for containing costs or as one of several that would work in concert to prevent further cost escalation by promoting a more rational allocation of resources. State experiments have demonstrated significant one-time cost savings, but not always an ability to control increases in costs over time. And, when managed care operates under a system that provides financial incentives to reduce services (as in a prepaid, capitated system), the potential for inappropriate restriction of services arises and must be addressed through oversight of quality from an outside entity. OTA's assessment would focus on several questions: What are the different forms of managed care (e.g., prepaid, case-managed fee-for-service) and what level of savings could we realistically expect from each? Second, what level of oversight would be required in order to ensure that quality standards are maintained? Third, what options does Congress have for promoting managed care under health reform (e.g., mandating vs. encouraging) and how would health care providers respond?

AIDS STUDIES

Possible projects under OTA's ongoing AIDS-related project authority could include looking at one or more of the following topics: the effectiveness of AIDS education and prevention efforts; the status of and liability issues surrounding AIDS/HIV vaccine development; the possible benefits, costs, and other issues surrounding the possibility of testing the blood supply for HIV-II; and the future of HIV/AIDS spread among the injecting drug user population and its implications for other populations.

HEALTH TECHNOLOGY UNDER GLOBAL HEALTH CARE BUDGETS

Several of the prominent health reform proposals likely to be considered by Congress in its next legislative session, including that favored by President-elect Clinton, include some form of cap or global budget to contain costs. This project would consider how the various ways of applying global budgets would affect health technologies and the providers and patients who use them. It would discuss whether particular types of technologies would be advantaged or disadvantaged under a global budgeting system; how such a system would affect health technology research and development activities; and whether these effects would differ depending on the particular characteristics of the different global budget methods proposed.

HEALTH CARE AND THE INNER CITY

This assessment would examine the problems surrounding health care in the inner city. The problems specific to or much more prevalent in urban settings include such things as higher numbers of uninsured and poor people, higher homicide and violent crime rates, teenage pregnancy and other risk factors for higher infant mortality, homelessness, and substance abuse and treatment problems and disease incidence associated with it. It would also draw on and tie together our efforts relative to, e.g., tuberculosis, AIDS, and health insurance. The assessment would develop a set of options for dealing with the particular conditions associated with the delivery of health care in these settings.

PRESCRIPTION DRUGS AND HEALTH CARE REFORM

The prices of prescription drugs have risen at a faster rate than other medical expenditures (10 percent between 1989 and 1990). Currently, consumers pay the majority (72.4 percent) of prescription drug expenditures out of pocket. For some consumers, the price of some "high-tech" or other prescription drugs may be so high as to prevent their use of the drugs. This study will address questions related to the coverage, costs, and quality of prescription drugs in national health insurance reform. Should some or all prescription drugs be offered as a benefit under national health insurance reform? What restrictions should be imposed on their use? How would their inclusion/exclusion affect patients' access to prescription drugs? How would it affect their health status? What mechanisms should be adopted to help control costs? What effect would coverage of prescription drugs have on innovation and drug R&D?

11.7 STAFFING OF THE DIVISION

Schedule E

Office of Technology Assessment
Health and Life Sciences Division
Direct and Indirect Employees

CLASSIFICATION	NUMBER OF EMPLOYEES FY 92 ACTUAL	FY 93 ESTIMATE	FY 94 ESTIMATE	DOLLARS ($000) FY 92 ACTUAL	FY 93 ESTIMATE	FY 94 ESTIMATE
Staff Allocation (permanent positions)	36	36	36	—	—	—
11.1 Full-Time Permanent						
Full-Time Permanent	34	34	34	1,901	1,960	2,121
Part-Time Permanent 1/	3 (2)	3 (2)	3 (2)	123	128	132
11.3 Other Than Full-Time Permanent						
Temporary	20	20	20	654	564	609
Intermittent/Consultants	3	0	0	0	0	0
25.2 Other Services (Contracts for on-site personal services) 2/	2	6	5	287	40	41

1/ Number of individuals and full-time equivalent employment in ( ).

2/ Includes individuals whose services are obtained under contract performing on-site services (in agency workspace) for six months or more during a twelve month period.

12. DIVISION C: SCIENCE, INFORMATION, AND NATURAL RESOURCES

1. SCHEDULES A1, B1, AND C1 FOR THE DIVISION

Schedule A1

Office of Technology Assessment
Science, Information and Natural Resources
By Organization and By Object Class

	FY 92 ACTUAL		FY 93 ESTIMATE		FY 94 ESTIMATE		NET CHANGE 93/94	
CATEGORIES	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Organization:								
Science, Information and Natural Resources Division	36	4,919	36	4,860	36	5,421	0	561
Total	36	4,919	36	4,860	36	5,421	0	561
2. Breakdown by Object Class:								
11 Personnel Compensation		2,916		2,940		3,172		232
12 Personnel Benefits		565		577		663		86
13 Benefits to Former Personnel		9		36		37		1
21 Travel		97		95		101		6
22 Transportation of Things		5		9		9		0
23 Rent, Communications & Utilities		2		4		4		0
24 Printing and Reproduction		116		113		117		4
25.1 Consulting Services		1,058		994		1,223		229
25.2 Other Services		51		52		54		2
26 Supplies and Materials		33		20		21		1
31 Equipment		67		20		20		0
32 Land and Structures								
42 Insurance Claims and Indemnities								
Total		4,919		4,860		5,421		561

Schedule B1

Office of Technology Assessment
Science, Information, and Natural Resources Division
Analysis of Change to Budget Base
By Organization and by Object Class

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.			
CATEGORIES	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown By Organization:												
Science, Information, and Natural Resources Division		319		43				199				561
Total		319		43				199				561
2. Breakdown By Object Class:												
11 Personnel Compensation		232										232
12 Personnel Benefits		86										86
13 Benefits to Former Personnel		1										1
21 Travel				6								6
22 Transportation of Things												
23 Rent, Communications & Utilities												
24 Printing and Reproduction				4								4
25.1 Consulting Services				30				199				229
25.2 Other Services				2								2
26 Supplies and Materials				1								1
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		319		43				199				561

Schedule C1

Office of Technology Assessment
Science, Information, and Natural Resources Division
Detailed Analysis of Changes

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1993	36	4,860
Adjustments to Appropriation		
Budget Base, 1994	36	4,860
	1994 Request	
I. Adjustments to Base	Staff	Amount ($000)
A. Mandatory Pay and Related Costs	...	319
1. Annualization of January 1993 Cost-of-Living Adjustment		33
2. January 1994 Cost-of-Living Adjustment		58
3. Merit Increases and Promotions		105
4. Health Benefit Cost Increases		7
5. Contribution to Retirements Funds		38
6. Benefits to Former Employees		1
7. Locality-Based Pay		77
B. Price Level Changes	...	43
1. Travel Related Inflation of 6.25%		6
2. Printing Inflation of 3.7%		4
3. Consultant Services Inflation of 3%		30
4. Other Services Inflation of 3%		2
5. Supplies and Materials Inflation of 3%		1
C. Program Type Changes		
1. Legislation	...	...
2. Workload	...	199
a. Additional Assessments and Studies		199
3. Equipment, Alterations, Maintenance, Repairs, Etc.	...	...
II. Net Increase/Decrease Requested	...	561
III. Total Appropriation Request, 1994	36	5,421

12.2. EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR DIVISION C

Office of Technology Assessment
Science, Information, and Natural Resources Division

A. MANDATORY PAY AND RELATED COSTS	Staff	Amount (000)
1. Annualization of January 1993 3.7% Cost-of-Living Adjustment		33
2. January 1994 2.2% Cost-of-Living Adjustment		58
3. Merit increases and promotions averaging 3% agency-wide		105
4. Annualization of January 1993 9.5% plus estimated January 1994 9.5% health benefit increases		7
5. Increase in retirement contributions (FERS)		38
6. Increase in unemployment compensation		1
7. January 1994 2.9% locality-based pay adjustment		77
B. PRICE LEVEL CHANGES	**Staff**	**Amount (000)**
1. Travel inflation rate of 6.25% applied to base		6
2. Printing and publications inflation rate of 3.7% applied to base		4
3. Consultant services inflation rate of 3% applied to base		30
4. Other services inflation rate of 3% applied to base		2
5. Supplies and materials inflation rate of 3% applied to base		1
C. PROGRAM TYPE CHANGES	**Staff**	**Amount (000)**
1. Legislation		...
2. Workload		
a. Additional assessments and studies		199
3. Equipment, Alterations, Maintenance, Repairs, Etc.		...

12.3 Role of the Science, Information, and Natural Resources Division

The Science, Information, and Natural Resources Division comprises three programs: Telecommunication and Computing Technologies; Oceans and Environment; and Science, Education, and Transportation.

The Telecommunication and Computing Technologies Program is concerned with technologies that create, read, store, manipulate, transmit, or display information. Primarily these are electronic technologies exemplified by computers and communications systems. The core responsibilities of the Program require monitoring the research and development of new information technologies and assessing the technological state of the art in these areas as well as trends in basic research and development. The Program also studies telecommunications regulation, information policy, and applications of information technology in the public sector.

The Oceans and Environment Program has responsibility for all ocean-related questions, including ocean resources and maritime policy, and for large-scale environmental issues, such as climate modification and water pollution. As a result of changing Congressional interest, the Program has developed capability for analyzing the difficult questions in which the overriding concern lies with the environmental effects of decisions. The work of the Program usually falls under one of five basic categories: Federal services, natural resources, pollution control, marine industry, and large-scale environmental issues.

The Science, Education, and Transportation Program is responsible for work on a variety of topics, ranging from the traditional technology assessment issue of transportation to the newer issues of science policy and education. Science policy considers the health of the U.S. scientific enterprise, as well as allocation and decision-methods available to the Congress to support and manage research. Education work concentrates on schools but includes non-school delivery systems as well, and normally focuses on the use of technology to enhance learning.

12.4 Accomplishments of the Science, Information, and Natural Resources Division

In FY 1992, the Science, Information, and Natural Resources Division published 5 assessment reports:

- o **New Ways: Tiltrotor Aircraft and Magnetically Levitated Vehicles**
- o **Miniaturization Technologies**
- o **Testing in American Schools: Asking the Right Questions**
- o **Global Standards: Building Blocks for the Future**
- o **Finding A Balance: Computer Software, Intellectual Property and the Challenge of Technological Change**

The Division also published 6 background papers:

- o **The 1992 World Administrative Radio Conference (WARC 1992): Issues for U.S. International Spectrum Policy**
- o **The FBI Fingerprint Identification Automation Program: Issues and Options**
- o **Dioxin Treatment Technologies**
- o **Managing Industrial Solid Wastes from Manufacturing, Mining, Oil and Gas Production, and Utility Coal Combustion**
- o **Alaskan Water for California? The Subsea Pipeline Option**
- o **Disposal of Chemical Weapons: Alternative Technologies**

In addition, the Division testified 9 times.

Listed below are several examples of direct legislative use of the Division's work:

Telecommunication and Computing Technologies

1. The House Judiciary Committee, Subcommittee on Civil and Constitutional Rights, used the OTA report, *The FBI Fingerprint Identification Automation Program: Issues and Options*, as a basis for conducting oversight of the FBI's identification automation program.

The House and Senate Appropriations Committee staffs used the report as input to FY94 appropriations and oversight decisions for the FBI fingerprint identification automation and revitalization program (including the Identification Division move to West Virginia).

2. The House and Senate used the OTA report, *Automated Record Checks of Firearm Purchasers: Issues and Options*, in analyzing legislation on firearms purchaser waiting periods and record checks. The crime legislation, which includes the firearms provisions, may be reintroduced in some form in the 103rd Congress.

3. The OTA reports, *Informing the Nation: Electronic Dissemination of Federal Information* and *Helping America Compete: The Role of Federal Scientific and Technical Information* were used in congressional formulation and consideration of S.1044, the "Federal Information Resources Management Act," S.1139, the "Paperwork Reduction Act of 1991," H.R.2772, the "GPO Wide Information Network for Data Online Act" and H.R. 3459, the "Improvement of Information Access Act." All of these bills failed of enactment in the 102nd Congress; some are likely to be reintroduced, perhaps in revised form, in the 103rd Congress.

4. The OTA report *Helping America Compete* was used in congressional formulation and consideration of the National Technical Information Service-related provisions of the "Technology Preeminence Act," that was enacted by the 102nd Congress.

Oceans and Environment

1. *Complex Cleanup*, which analyzed environmental remediation and waste management programs at the Department of Energy (DOE) nuclear weapons complex, led to a provision in the National Defense Authorization Act (NDAA) Conf. Rpt. 102-966 (Sec. 3103) of H.R. 5006 for Fiscal Year 1993 that requires DOE to prepare, with broad outside input, a report to Congress assessing the effectiveness of its citizen advisory groups and of methods of improving public participation in its environmental and waste management activities.

OTA's report, *Complex Cleanup* led to provisions in the Defense Authorization Act for FY92 that provided additional funding for ATSDR's health assessments at DOE sites, and expanded the authority of the Defense Nuclear Facilities Safety Board to include oversight over DOE's environmental remediation and waste management programs.

Complex Cleanup was the basis for a provision of the Senate-passed version of the Defense Authorization Act for FY93, S. 3114, Sec. 3119, that would have established at DOE nuclear weapons sites site-specific citizen advisory boards modeled on a policy option in the OTA report. *Complex Cleanup* was quoted in the Senate report in discussing the rationale for the provision.

Complex Cleanup was the basis for several House bills. After OTA staff briefed Rep. Richardson on the OTA report, he introduced the "Federal Facilities Community Oversight for Public Health Act of 1992" (H.R. 5121) that would have amended the Solid Waste Disposal Act to establish citizens advisory boards for each DOE nuclear weapons facilities, and to strengthen the role and capability of ATSDR to conduct health assessments at DOE facilities, and to involve the public in such assessments. The bill was referred to the Committee on Energy and Commerce. Briefings of committee staff also served as input to other legislation that would have amended Superfund legislation.

OTA staff provided technical information derived on *Complex Cleanup* for provisions incorporated into the Federal Facilities Compliance Act, S. 596, and H.R. 2194, enacted this session.

2. Following release of OTA's background paper, *Disposal of Chemical Weapons: Alternative Technologies*, and briefings of member staffs and committees, legislation was introduced in the Senate and House to create a mechanism to explore and develop alternative technologies and to require the Army to postpone construction of incinerators until alternative approaches were evaluated. The final defense budget legislation puts a hold on the Army's program, and eliminates $105 million for the Alabama incinerator until a review and report to Congress is completed at the end of 1993. Other results included state laws for more stringent emission limits on the chemical weapons incinerators and attention to local citizen group's concern by the Army and its advisors.

3. Many options developed by OTA *Changing By Degrees: Steps to Reduce Greenhouse Gases* were included in the Energy Bill. Continued support to the House and Senate Committees as they worked to develop a joint Energy Bill. About 15 measures described in the report are incorporated into the Bill.

Science, Education, and Transportation

1. The Chairman's Report from the House Committee on Science, Space, and Technology Task Force on the Health of Research, was released September 1992. OTA staff acted as technical advisor to the Task Force based on research done for the report, *Federally Funded Research: Decisions for a Decade*.

OTA staff was consulted in June 1992 by the Senate Committee on Appropriations about the status and evaluation of NSF's EPSCoR (Experimental Program to Stimulate Competitive Research), which was examined in *Federally Funded Research*. The Committee was trying to understand the pros and cons for increasing EPSCoR's FY93 appropriation to $24.5 million.

2. OTA produced a memo in April 1992 for the House Committee on the Budget Task Force on Defense, Foreign Policy, and Space, concerning priority-setting and agency portfolio-building. The memo was an input to Committee hearings and other discussions on "big science" projects, especially the SSC, and the need for cross-cutting budget decisions.

3. OTA staff provided support for the April 1992 House Subcommittee on Science Investigations and Oversight hearing on Projecting Science and Engineering Requirements for the 1990s: How Certain Are the Numbers? The hearing exposed the misuse by NSF of a model that predicts shortages of scientists and engineers.

4. OTA staff served as an expert witness at a Forum on Telecommunications and Dissemination, convened by the Subcommittee on Select Education of the House Committee on Education and Labor, April 2, 1992. The purpose of the Forum was to give Committee staff outside advice on a telecommunications initiative being proposed by the Department of Education. (The outcome of the meeting was development of additional language in the bill for the reauthorization of Office of Educational Research and Improvement.)

5. OTA's report, *Linking for Learning: A New Course for Education*, staff briefings for Senator Kennedy, and testimony were used to draft legislation and S. 3134, the Ready to Learn Television Act. (Affects delivery of information for young children.)

6. OTA's report, *New Ways: Tiltrotor Aircraft and Magnetically Levitated Vehicles*, was used by House Committee on Energy and Commerce, Rept. 102-297, as background on Federal policy issues for maglev and high-speed rail.

7. OTA was quoted in the Report of the House Committee on Appropriations zeroing out funds for magnetically levitated vehicles.

8. Language from *Delivering the Goods* influenced the wording of the Water Resources Development Act, particularly with respect to the possibility of utilizing the Corps of Engineers to assist with developing small rural systems. Subsequent intervention by trade groups deleted relevant language.

12.5. Changes in Prior Plans for FY 1992 for the Science, Information, and Natural Resources Division

During Fiscal Year 1992, the Science, Information, and Natural Resources Division essentially accomplished its goals, with approved modifications and additions to meet the changing needs of Congress. These changes reflect the inherent uncertainty of research and the attendant need to be able to make adjustments.

(Please see the chart on page 12 for the breakdown of the differences in estimated and actual Division spending for FY 1992.)

12.6. FY 1993 and FY 1994 Priorities for the Science, Information, and Natural Resources Division

A Division's work is determined by the expressed needs of Congressional Committees, so we cannot safely predict an agenda, but an illustrative list of subjects that are representative of the kinds of new assessments that we may be asked to undertake can be prepared. Such an exercise, using a wide variety of information sources, helps sharpen the discussions between OTA staff and Congressional Committees. It also reflects one of the charges Congress assigned to OTA: foresight about emerging technology. Of course each Division can undertake only a few new assessments each year, so this list should be viewed only as representative of potential subjects for the assessments that the Science, Information, and Natural Resources Division may be asked to undertake in FY 1993 and FY 1994. Because OTA works hard to be responsive to changing Congressional needs, new work is often significantly different from OTA's prospective list, but it usually does contain some of the identified issues.

Telecommunication and Computing Technologies

NETWORKED INFORMATION AND INDIVIDUAL PRIVACY AND SECURITY

The Nation is rapidly moving toward a ubiquitous, interconnected telecommunication system in which digital data will predominate. The new network is based on computer technology and high-speed transmission technologies. This lays them vulnerable to abuses of personal and corporate privacy. Lessons have been learned from experience with private local communication networks involving security violations, malicious tampering, and misuse of privileged information. These occurrences are but a harbinger of the potential harm that could befall the public information networks as greater reliance is placed on them for business and confidential communication. Remedies and means of prevention are both technical and legal. Congress will likely soon be called upon to confront the dual problems of security and privacy as the national network changes in response to developing technology.

WIRELESS COMMUNICATION SERVICES

Over the last five years the demand for wireless personal communication services has exploded. Wireless technologies, which use radio waves rather than copper or fiber optic cable to transmit signals, now allow consumers to use cordless telephones at home, cellular telephones in their cars, and even telephones on commercial airlines. And more wireless applications are on the horizon; satellite systems, for example, are being designed that will allow people to send and receive telephone calls or text/data to and from any point on Earth. However, the radio frequency spectrum that make such services possible is already very crowded, and finding room for new radio technologies and applications will be difficult. The Federal Government, which manages the use of radio waves in the public interest, will increasingly be called on to mediate the fierce competition between new and existing radio services and between the public and private users of radio frequencies. Decisions regarding the future uses of radio frequencies will have profound effects on the leadership and competitiveness of the United States in world markets for radio-based equipment and services.

ONLINE DIGITAL LIBRARIES: ACCESSIBILITY, USABILITY, COPYRIGHT & SECURITY

The potential for universal online access to digital libraries through computer networks and databases can benefit education, government, and business alike. The technology for enabling the transmission of such information services is developing quickly. Overcoming the institutional and human factors to enable the use of these technologies present more difficult problems. Accessibility to all potential users must be ensured for reasons of fairness and equity. Similarly, the systems must be easy to use by everyone so that effective access as well as physical access is provided. The electronic library will contain copyrighted material for which the author is sometimes entitled to compensation, thus an online library must have some way of charging for use and compensating a copyright holder. Finally, databases must remain secure against tampering, yet be accessible to all. These issues may confront the principles of equity, fairness and Constitutional rights that could demand the attention of the Congress.

ADVANCED VISUALIZATION TECHNOLOGY: MULTIMEDIA, VIRTUAL REALITY & CYBERSPACE

Modern communication and computer technologies can now provide surrogates for all of the human sensory inputs except smell and touch--and there are technologies in development that may provide feedback to simulate touch in the future. Voice, sound, images, and full motion video are being combined in clever ways to expand the capacity of a person to interact with technology, and through that technology with one another. Multimedia communication and interactive systems are still in their infancy. Virtual reality is still experimental, but has captured the imagination of creative people who are dedicated to make it a reality. The application of these technologies promise to change the fundamentals of education, business, government and the way we normally communicate.

MISSION-CRITICAL COMPUTER SOFTWARE FOR THE FEDERAL GOVERNMENT

A recent investigative report by the House Committee on Science, Space and Technology identified a number of serious deficiencies in the system used by the Federal mission agencies to develop computer software, and detected flaws in the software itself. The Federal agencies spend $30-$50 billion annually on software procurement. A reappraisal of the way in which specifications are written and the manner in which software is procured is needed to ensure quality control, cost effectiveness and flexibility for meeting the agencies' needs.

FUTURE DIRECTIONS IN ADVANCED COMPUTERS

Trends in computer architecture have been toward packaging more and faster computing power into smaller packages and increasing its portability. Future applications will emphasize visualization that will create additional demand for computing power. Emerging technologies will continue to increase the speed and capacity of computers as they are refined and miniaturized. How far and how fast this trend will continue may depend on the physical laws governing microelectronics. Technological breakthroughs may be needed to push toward the next generation of advanced computers. With international competition for computers and computer technology increasing, it is important that the U.S. develop a vision for the future and identify those technologies that would allow it to remain competitive.

Oceans and Environment

FISHERIES' DECLINES AND NON-POINT SOURCE POLLUTION

The goals of the Clean Water Act (CWA) were "zero discharge of regulated pollutants" and to achieve "fishable, swimmable waters" by a decade ago. Although water quality has improved in many places, there has also been a serious decade-long decline in the health of many fisheries (shell fisheries--scallops, clams, oysters; rockfish, salmon, striped bass, flounder). The declines may be due to nonpoint source pollution, overfishing, diatom blooms, anoxia events, disease, habitat loss, bad fisheries models, or other factors. EPA has identified 18,000 specific waterbodies that will not attain water quality standards even if all point sources are controlled to the required degree. Currently federal law encourages nonpoint source controls but they are voluntary and vary quite a bit from region to region. With the CWA reauthorization, Congress will struggle with tightening up on nonpoint sources of pollution, consider pollutant trading schemes, and the reasonableness of the CWA's alleged goals. OTA can help assess the scientific relevance of a "zero discharge goal" and the relation of that goal to the health of fisheries. This assessment will help with the difficult issue of fisheries management as well as the practical needs of the Clean Water Act debates.

EFFECTIVENESS OF CLEANUP OF CONTAMINATED SITES

As expenditures for cleanup of contaminated federal facilities and other sites continue to increase, the issue of cleanup effectiveness (or "how clean is clean?") is being raised more frequently. This assessment would review the methodologies for setting cleanup levels that are presently available to federal and state regulatory agencies under applicable laws and regulations; evaluate the results of applying these methodologies; and identify the gaps in cleanup standards. The study would also evaluate the availability of proven and innovative technologies to meet existing standards, and the relationship of cleanup levels to present and future land uses.

DEALING WITH NATURAL DISASTERS

Recent natural disasters in the U.S., occuring close together and having unusually severe results, together with widely-publicized problems in responding to these disasters, have raised questions about the effectiveness of present measures to deal with such occurrences. This assessment would identify and evaluate federal government policies that directly or indirectly impinge on predicting, preventing, and mitigating some of the effects of natural disasters. The study would also assess some possible technical and institutional measures at the federal level that could improve the present situation, and evaluate the potential effects of such measures on the actions of state and local governments and the private sector.

ENVIRONMENTAL PROTECTION AND THE ECONOMY

What effect do our current environmental protection laws and regulations have on the economy? Do they create or destroy jobs, make industry more or less efficient, help or hurt economic growth? How does a cleaner environment affect the economy? This assessment will attempt to make sense of the often conflicting claims about the effects of environmental protection efforts on the economy.

KEY ISSUES IN ENVIRONMENTAL HEALTH

An evaluation of the scientific understanding of environmental health problems, and the technical solutions and institutional structure available to solve them. Will consider the effectiveness of Federal policies to reduce health risks associated with environmental contamination.

DRINKING WATER QUALITY IN THE U.S.

A number of drinking water systems across the U.S. do not meet the standards established under the Safe Drinking Water Act for the protection of human health. Increasingly, people are purchasing "end use" treatment devices as a safeguard against this potential threat. This assessment would examine the potential risks to human health posed by various water systems and measures, including end use devices, that can be taken to reduce these risks.

Science, Education, and Transportation

SCHOOL TO WORK TRANSITION

How can young people be better prepared for, and linked to, the workplace? How can schools work with the private sector to identify and teach valuable skills and techniques? How can improved technical educations for all children strengthen the work force?

TEACHERS AND TECHNOLOGY

Teachers remain the critical link between children and knowledge. Technology can augment teaching via both content and methods, but teachers must be much better prepared for using technology and supported in doing so. Technology itself is racing ahead in capability, but teachers remain behind. How can pre-service and in-service training be brought into the information age?

TECHNOLOGY AND RESTRUCTURING

American public schools are on a course toward extensive restructuring, shifts of site-based management, teacher-as-coach rather than teacher-as-wise-person. Technology can provide resources for this change for the institutions, the funding agencies, the teachers, and the learners. This study would explore how to use technology to 1)increase problem solving and critical thinking education; 2) help teachers manage learning efficiently and effectively; 3) connect classrooms with the world and with resources; and 4) meet learner needs more individually and effectively.

INTERMODAL SYSTEMS

The patchwork nature of U.S. transportation policy, plus shifting funding for various modes, has created a national system that is not a system. While new legislation (ISTEA) urges States and localities to move toward better connections and user-friendly systems, there is little experience, data, or history of cooperation to support this desired goal. Truly integrated transportation, that is also in harmony with environmental needs, requires new thinking and new policy.

SURFACE TRANSPORTATION R&D

Construction/transportation research is traditionally underfunded in the United States, and undervalued as a contributor to competitiveness. Decisions need to be made to guide investment and research, maintain U.S. involvement, and produce improved products for public and private consumption.

STRUCTURAL ARRANGEMENTS FOR SCIENCE AND TECHNOLOGY POLICYMAKING

Changes in the basic assumptions and attitudes around Federal support for basic research are leading to concern, tension, and confusion between the Congress, Federal agencies, and the research community. Many questions about structure and function can be expected in the 103rd Congress. Suggestions for reconfiguration, cross-cutting budget approaches, new relationships in the research-development-product chain, and related questions are likely. The goal is new and better planning for and implementation of research for a revitalized economy, academic and government research sector.

12.7 STAFFING OF THE DIVISION

Schedule E

Office of Technology Assessment
Science, Information, and Natural Resources Division
Direct and Indirect Employees

CLASSIFICATION	NUMBER OF EMPLOYEES FY 92 ACTUAL	FY 93 ESTIMATE	FY 94 ESTIMATE	DOLLARS ($000) FY 92 ACTUAL	FY 93 ESTIMATE	FY 94 ESTIMATE
Staff Allocation (permanent positions)	36	36	36	—	—	—
11.1 Full-Time Permanent						
Full-Time Permanent	34	34	34	2,117	2,226	2,406
Part-Time Permanent 1/	3 (1.5)	3 (1.5)	3 (1.5)	91	94	97
11.3 Other Than Full-Time Permanent						
Temporary	18	18	18	704	620	663
Intermittent/Consultants	1	1	1	4	0	0
25.2 Other Services (Contracts for on-site personal services) 2/	1	2	2	22	71	73

1/ Number of individuals and full-time equivalent employment in ( ).

2/ Includes individuals whose services are obtained under contract performing on-site services (in agency workspace) for six months or more during a twelve month period.

13. DIVISION G: GENERAL AND ADMINISTRATION

1. SCHEDULES A1, B1, AND C1 FOR THE DIVISION

Schedule A1

Office of Technology Assessment
General and Administration
By Organization and By Object Class

CATEGORIES	FY 92 ACTUAL STAFF	FY 92 ACTUAL DOLLARS ($000)	FY 93 ESTIMATE STAFF	FY 93 ESTIMATE DOLLARS ($000)	FY 94 ESTIMATE STAFF	FY 94 ESTIMATE DOLLARS ($000)	NET CHANGE 93/94 STAFF	NET CHANGE 93/94 DOLLARS ($000)
1. Breakdown by Organization:								
General and Administration Division	35	6,262	35	6,301	35	6,661	0	360
Total	35	6,262	35	6,301	35	6,661	0	360
2. Breakdown by Object Class:								
11 Personnel Compensation		1,960		2,560		2,762		202
12 Personnel Benefits		434		533		595		62
13 Benefits to Former Personnel		6		5		5		0
21 Travel		50		46		49		3
22 Transportation of Things		92		81		81		0
23 Rent, Communications & Utilities		2,127		2,244		2,306		62
24 Printing and Reproduction		74		33		34		1
25.1 Consulting Services		56		22		23		1
25.2 Other Services		1,070		484		506		22
26 Supplies and Materials		182		169		174		5
31 Equipment		211		124		126		2
32 Land and Structures								
42 Insurance Claims and Indemnities								
Total		6,262		6,301		6,661		360

Schedule B1

Office of Technology Assessment
General and Administration
Analysis of Change to Budget Base
By Organization and by Object Class

					PROGRAM TYPE CHANGES							
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.		TOTAL CHANGES	
CATEGORIES	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown By Organization:												
General and Administration Division		264		96								360
Total		264		96								360
2. Breakdown By Object Class:												
11 Personnel Compensation		202										202
12 Personnel Benefits		62										62
13 Benefits to Former Personnel												
21 Travel				3								3
22 Transportation of Things												
23 Rent, Communications & Utilities				62								62
24 Printing and Reproduction				1								1
25.1 Consulting Services				1								1
25.2 Other Services				22								22
26 Supplies and Materials				5								5
31 Equipment				2								2
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		264		96								360

Schedule C1

Office of Technology Assessment
General and Administration
Detailed Analysis of Changes

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1993	35	6,301
Adjustments to Appropriation		
Budget Base, 1994	35	6,301
	1994 Request	
	Staff	Amount ($000)
I. Adjustments to Base		
A. Mandatory Pay and Related Costs	...	264
1. Annualization of January 1993 Cost-of-Living Adjustment		29
2. January 1994 Cost-of-Living Adjustment		49
3. Merit Increases and Promotions		91
4. Health Benefit Cost Increases		8
5. Contribution to Retirements Funds		20
6. Locality-Based Pay		67
B. Price Level Changes	...	96
1. Travel Related Inflation of 6.25%		3
2. Building Lease Increases		52
3. Telephone Services Inflation of 5%		6
4. Miscellaneous Communications Inflation of 3%		4
5. Printing Inflation of 3.7%		1
6. Library of Congress Services Inflation of 8.2%		7
7. Consultant Services Inflation of 3%		1
8. Other Services Inflation of 3%		15
9. Supplies and Materials Inflation of 3%		5
10. Equipment Inflation of 3%		2
C. Program Type Changes		
1. Legislation	...	...
2. Workload	...	...
3. Equipment, Alterations, Maintenance, Repairs, Etc.	...	...
II. Net Increase/Decrease Requested	...	360
III. Total Appropriation Request, 1994	35	6,661

13.2. EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR DIVISION G

Office of Technology Assessment
General and Administration

A. MANDATORY PAY AND RELATED COSTS	Staff	Amount (000)
1. Annualization of January 1993 3.7% Cost-of-Living Adjustment		29
2. January 1994 2.2% Cost-of-Living Adjustment		49
3. Merit increases and promotions averaging 3% agency-wide		91
4. Annualization of January 1993 9.5% plus estimated January 1994 9.5% health benefit increases		8
5. Increase in retirement contributions (FERS)		20
6. January 1994 2.9% locality-based pay adjustment		67
B. PRICE LEVEL CHANGES	**Staff**	**Amount (000)**
1. Travel inflation rate of 6.25% applied to base		3
2. Building lease escalation based on 30% of change in CPI-W for space, plus an estimated 3.7% increase in operating costs and property taxes		52
3. Telephone services inflation rate of 5% applied to base		6
4. Miscellaneous communications inflation rate 3% applied to base		4
5. Printing and publications inflation rate of 3.7% applied to base		1
6. Interagency agreement with the Library of Congress for financial services increase of 8.2% for COLA's, locality-based pay adjustment and within-grade increases		7
7. Consultant services inflation rate of 3% applied to base		1
8. Other services inflation rate of 3% applied to base		15
9. Supplies and materials inflation rate of 3% applied to base		5
10. Equipment inflation rate of 3% applied non ADP equipment base		2
C. PROGRAM TYPE CHANGES	**Staff**	**Amount (000)**
1. Legislation		...
2. Workload		...
3. Equipment, Alterations, Maintenance, Repairs, Etc.		...

13.3. Role of the General and Administration Division

The General and Administration Division is divided into two main sections: the Office of the Director and the Operations Division. Included in the Office of the Director is OTA's Congressional and Public Affairs Office, which handles much of OTA's congressional and press liaison work, relations with the Technology Assessment Board, and relations with the Technology Assessment Advisory Council.

The Operations Division is divided into 4 main sections:

Budget and Finance

The Budget and Finance office handles all of OTA's budget and financial affairs. The office is the focal point for tracking and reporting expenditures under the annual appropriations of the agency. It prepares financial data such as that required for the Justification of Estimates and the President's annual budget and works with Appropriations Committee staff of the House and Senate.

Contracts and Building Services

The Contracts Office negotiates all of OTA's research contracts and arranges for travel and compensation of OTA's advisory panelists and workshop participants. The office also administers travel for OTA staff and oversees procurements of other services and equipment. The Building Services unit ensures the habitability of OTA's leased space and provides office and courier services to the agency.

Information Management and Publishing Services includes the following offices:

The Telecommunications and Information Systems Office provides comprehensive computer, telecommunications, and information management support to OTA staff. This includes support for basic office automation, including user assistance, hardware installation and maintenance, software, telecommunications, and database management. A wide variety of training courses are available.

The Information Center combines traditional library services with the latest information retrieval technology to fulfill the reference and information needs of OTA staff. The Information Center offers a centralized book and periodical collection, online literature search services, CD-ROM databases, and customized current awareness services in support of OTA research.

The Publishing Office coordinates the publishing of OTA reports and background papers from manuscript through camera-ready copy. Editorial support, graphics production, and typesetting and design are handled in a state-of-the-art production environment. The Publishing Office also acts as the liaison for OTA with the Government Printing Office which prints OTA publications.

The Information Marketing Office supports the dissemination of OTA information and products. Descriptive flyers, brochures, and pamphlets are developed by this office along with the publications catalog and the annual report. The Information Marketing Office also maintains the Publications Distribution Office for public distribution of OTA publications and for maintenance of the OTA publication inventory.

Personnel Services

The Personnel Office recruits personnel, processes incoming and outgoing OTA employees, maintains benefits and leave records, and handles employee relations. The office also administers the Morris Udall Congressional Fellowship Program.

13.4 STAFFING OF THE DIVISION

Schedule E

Office of Technology Assessment
General and Administration
Direct and Indirect Employees

CLASSIFICATION	NUMBER OF EMPLOYEES			DOLLARS ($000)		
	FY 92 ACTUAL	FY 93 ESTIMATE	FY 94 ESTIMATE	FY 92 ACTUAL	FY 93 ESTIMATE	FY 94 ESTIMATE
Staff Allocation (permanent positions)	35	35	35	—	—	—
11.1 Full-Time Permanent						
Full-Time Permanent	35	35	35	1,766	1,772	1,914
Part-Time Permanent 1/	1 (0.5)	1 (0.5)	1 (0.5)	40	41	42
11.3 Other Than Full-Time Permanent						
Temporary 2/	2	18	18	147	736	795
Intermittent/Consultants (TAAC)	10	10	10	7	11	11
25.2 Other Services (Contracts for on-site personal services) 3/	16	0	0	669	0	0

1/ Number of individuals and full-time equivalent employment in ( ).

2/ OTA's support services contract was terminated on 9/30/92 and replaced by 16 temporary employees.

3/ Includes individuals whose services are obtained under contract performing on-site services (in agency workspace) for six months or more during a twelve month period.

Schedule G

14. Ten Year Quantitative Data
(in thousands of dollars)

ITEM	FY1985	FY1986	FY1987	FY1988	FY1989	FY1990	FY1991	FY1992	FY1993E	FY1994E
11.1 FULL-TIME PERM. POSITIONS	5,997	5,952	6,477	6,860	7,196	7,320	7,966	8,584	9,024	9,736
11.3 OTHER THAN FULL-TIME PERM.	2,005	1,700	1,538	1,747	1,687	1,943	1,870	2,045	2,420	2,612
TOTAL PERSONNEL COMP.	8,002	7,652	8,015	8,607	8,883	9,263	9,836	10,629	11,444	12,348
12.0 PERSONNEL BENEFITS	843	786	1,322	1,636	1,653	1,728	1,960	2,185	2,370	2,659
13.0 BENEFITS FOR FORMER PERS.	7	24	7	9	28	5	13	16	51	52
21.0 TRAVEL AND TRAN. OF PERSONS	295	240	288	299	312	310	240	316	368	391
22.0 TRANS. OF THINGS	64	74	76	78	78	107	121	112	110	110
23.0 COMMUN., UTILITIES & RENT	1,248	1,215	1,476	1,684	1,943	2,016	2,136	2,138	2,252	2,314
24.0 PRINTING AND REPRODUCTION	294	608	508	686	536	578	675	531	541	560
25.1 CONSULTING SERVICES	3,571	2,368	3,281	2,276	2,496	2,195	2,491	3,065	2,701	3,262
25.2 OTHER SERVICES	872	791	1,027	1,012	1,012	1,208	1,356	1,307	761	792
26.0 SUPPLIES AND MATERIALS	189	232	219	252	302	314	315	305	245	253
31.0 EQUIPMENT	288	607	304	312	648	601	363	417	182	184
32.0 LAND & STRUCTURES	0	0	0	0	0	0	0	0	0	0
41.0 GRANTS, SUBSIDIES & CONTRIB.	0	0	0	0	0	0	0	0	0	0
42.0 INSURANCE CLAIMS & INDEM.	0	0	0	0	0	0	0	0	0	0
TOTAL OBLIGATIONS	15,673	14,597	16,523	16,851	17,891	18,325	19,506	21,021	21,025	22,925
NO. OF REPORTS PUBLISHED	17	18	17	31	12	17	30	31	29	23
NO. OF OTHER DOC'S PUBLISHED	47	65	40	29	38	42	21	21	26	20
TESTIMONY DELIVERED	24	28	29	55	36	49	47	31	50	50
NO. FULL-TIME PERM. POSITIONS	143	136	143	143	143	143	143	143	143	143
OPERATING FULL-TIME PERMANENT	35	34	33	35	35	35	35	35	35	35
SUPPORT FULL-TIME PERMANENTS	108	102	110	108	108	108	108	108	108	108
FULL-TIME PERM. S PER PRODUCT	1.2	0.9	1.3	0.9	1.3	1.0	1.1	1.3	1.0	1.2

15. Object Class Definitions

11 Personnel Compensation

Obligations for regular compensation of employees in full-time permanent positions or employees in positions not included in full-time permanent positions, such as full-time and part-time temporary employees, part-time permanent employees, or public members of the OTA Advisory Council. Obligations for compensation for all appointed consultants who are paid at a daily rate when actually employed are also included in this object class.

12 Personnel Benefits

Obligations for employers' share of employee retirement, life insurance, health insurance, Medicare, and Social Security.

13 Benefits to Former Personnel

Obligations for unemployment compensation of former employees.

21 Travel

Obligations for all travel expenses for OTA employees or others, whether paid to traveler or commercial transportation charges (e.g., rental car). Included in this object class are obligations for transportation expenses incident to permanent change of station and per diem.

22 Transportation of Things

Obligations for transportation of things and for the care of such things while in the process of being transported, including General Services Administration for leasing and maintenance of the OTA delivery vehicles, U.S. Postal Service for penalty (franked) mail, Express Mail, services provided by USPS, private freight and mail services (this does not include local delivery service), and transport of household furnishings associated with a permanent change of station.

23 Rent, Communication, Utilities

Obligations for space rental; rental of reproduction equipment; telegraph and teletype service; mail delivered by a messenger service (local delivery); C&P or other telephone companies for regular, WATS, telecopier, and data phone.

24 Printing and Reproduction

Obligations to the Government Printing Office (GPO) for reproduction of printing OTA reports for Congress; GPO or other vendors for printing of OTA letterhead, memo or note paper, and franked envelopes; graphics work done outside GPO for OTA reports and presentations; GPO or other vendors for forms used by OTA; and GPO or a printing firm for OTA sharing the cost of printing a publication with another agency.

25.1 Consulting Services

Obligations for services acquired by contract from non-governmental sources that provide management and professional support services; studies, analyses, and evaluations. Includes on-site (in-house) contractors, panelists and obligations for services associated with an OTA assessment or study. Excludes personnel appointments and advisory committees, which are classified under object class 11.

25.2 Other Services

Obligations for building maintenance and repairs when done by contract, temporary secretarial services, training and meeting registration, court reporting, equipment services not covered under rental agreement, license fees for computer software, services of editors and proofreaders, maintenance agreements for office equipment, computerized information retrieval, development of software, and advertising.

26 Supplies and Materials

Obligations for supplies and materials that are ordinarily consumed or expended within one year after they are purchased or that are used to form a minor part of equipment or fixed property; subscriptions for journals, magazines, newspapers, etc., pamphlets and leaflets or minor publications having an expected useful life of less than one year and that are not for the permanent collection; and ADP supplies (e.g. computer disks, tapes, or off-the-shelf software.

27 Equipment

Obligations for personal property or equipment that is of a durable nature which normally may be expected to have a period of service of a year or more after purchase without material impairment of its physical condition, such as: (1) major purchased equipment and furnishings; (2) minor movable equipment for office use; (3) computer equipment; (4) audiovisual equipment; (5) books, bound reports, directories, etc., for OTA's (Information Services) permanent collection; and (6) charges for the initial installation of equipment when performed by the vendor. This object class consists of both non-capitalized equipment (purchase orders under $5,000) and capitalized equipment (unit cost of $5,000 or above).

16.A. Publications Printed and Delivered During Fiscal Year 1992

Formal Assessment Reports

NEW WAYS: TILTROTOR AIRCRAFT AND MAGNETICALLY LEVITATED VEHICLES October 1991

Demand for high-speed intercity transportation continues to climb in the United States. New technologies, tiltrotor aircraft and magnetically levitated (maglev) trains could help relieve congestion, but would require billions of dollars and substantial Federal support if they are to enter the marketplace.

To support congressional decisionmakers on these technologies, this study: 1) evaluated the state of technology development and additional work necessary to make tiltrotor or maglev economically attractive; 2) examined the potential demand for these technologies; 3) compared maglev and tiltrotor to other similar, but advanced technologies, such as high-speed rail and next generation helicopters; and 4) identified the Federal, State, and private sector roles for supporting these technologies.

Requested by:

Senate
Committee on Finance
Hon. John Heinz (deceased)

House of Representatives
Committee on Appropriations
Hon. Jamie Whitten, *Chairman*
Subcommittee on Transportation Appropriations
Hon. William Lehman, *Chairman*,
Hon. Lawrence Coughlin, *Ranking Minority Member*

IMPROVING AUTOMOBILE FUEL ECONOMY October 1991

The debate over U.S. energy policy, and specifically raising the efficiency of the U.S. automobile fleet by increasing new car fuel economy standards, intersects three key issues: 1) oil imports and national security; 2) global warming; and 3) competitiveness. This report examines the fuel economy potential of the U.S. fleet in an effort to assist Congress in establishing new fuel economy standards.

Requested by:

Senate
Committee on Energy and Natural Resources
Hon. J. Bennett Johnston, *Chairman*

U.S. OIL IMPORT VULNERABILITY: THE TECHNICAL REPLACEMENT CAPABILITY October 1991

Iraq's invasion of Kuwait in August 1990 triggered a request for OTA to update the conclusions of the 1984 report, *U.S. Vulnerability to an Oil Import Curtailment: The Oil Replacement Capability.* The Subcommittee on Energy And Power of the House Committee on Energy and Commerce subsequently joined in the request. This report examines the changes that have taken place in world oil markets and the U.S. economy since 1984 and provides revised estimates of the technical oil replacement potential that might be attained in the event of a severe and long lasting cutoff of imported oil. The analysis focuses on technologies that are commercially available today or will be within the next 5 years and that are among the most cost-effective methods for replacing oil use in a applicable sectors. It also considers the economic impacts of adopting an aggressive oil replacement strategy in a severe oil emergency. The report presents a variety of policy options that could help accelerate the adoption of oil replacement technologies in preparation for, or in response to, a severe supply disruption, or as part of a long-term national policy to reduce import vulnerability.

Requested by:

Senate	House of Representatives
Committee on Energy and Natural Resources Hon. J. Bennett Johnston, *Chairman*	Committee on Energy and Commerce Subcommittee on Energy and Power Hon. Philip Sharp, *Chairman*

BIOTECHNOLOGY IN A GLOBAL ECONOMY

October 1991

The United States government indirectly supports industrial applications of biotechnology by funding basic research in a wide range of relevant disciplines. This assessment of the U.S. competitive position in biotechnology takes into account the extent to which specific countries are posing a significant challenge in the application of biotechnology to particular industrial sectors. Traditional indicators of competitive status (e.g., imports, exports, trade balances, employment) are not yet useful predictors of the U.S. position in biotechnology due to the immaturity of the industry and the unavailability of data. This assessment develops unique criteria upon which a competitive assessment could be made. The assessment 1) identified current U.S. capabilities in various applications of biotechnology and compares these capabilities to efforts underway internationally; 2) addressed trade, export, and international intellectual property issues relevant to the safe and timely commercialization of products derived from biotechnology; and 3) assessed the feasibility of cooperative ventures between U.S. firms (such as those formed in Japan and Western Europe).

Requested by:

Senate	House of Representatives
Committee on the Budget Hon. Lawton Chiles, *Chairman* Committee on Agriculture, Nutrition, and Forestry Hon. Patrick Leahy, *Chairman* Hon. Richard Lugar, *Ranking Minority Member* Endorser Committee on Governmental Affairs Hon. John Glenn, *Chairman*	Committee on Science, Space, and Technology Hon. Robert Roe, *Chairman*

COMPETING ECONOMIES: AMERICA, EUROPE, AND THE PACIFIC RIM

November 1991

The United States must continue efforts to develop and diffuse manufacturing technology in order to reduce its trade deficit and return to a path of increasing the standard of living of its citizens. This report examines how the economic environment of the United States can be made more conducive to improving manufacturing performance. It considers how Federal institutions, in cooperation with industry, can develop competitiveness strategies for high-tech, fast growing industries; and how trade, financial and technology policies could be combined into a strategic competitiveness policy. The assessment report cautions that, unless the United States develops a strategic approach to building competitiveness, U.S. manufacturers probably will continue to lose world market share and as a result, most U.S. workers and citizens are likely to continue to see their standards of living erode.

Requested by:

Senate	House of Representatives
Committee on Finance Hon. Lloyd Bentsen, *Chairman* Hon. John Heinz (deceased) Hon. Charles E. Grassley Committee on Banking, Housing and Urban Affairs	Committee on Banking, Finance and Urban Affairs

MINIATURIZING TECHNOLOGIES: CURRENT STATUS, FUTURE TRENDS, IMPLICATIONS

November 1991

New technologies are changing the nature of electronic and mechanical devices by making them smaller than ever imagined. Smaller size means lower power, reduced heat dissipation and, most importantly, higher speed. These advantages make miniaturization technology critical to the competitiveness of electronics, computers and telecommunications industries. The technologies are also essential for development of new defense and space applications, such as advanced sensors and smart weapons. This project provides an overview of current and future R&D in miniaturization technologies. It 1) profiles domestic R&D in miniaturization including achievements to date, current activities, trends, and obstacles; 2) compiles available information about foreign R&D activities in miniaturization; 3) discusses the potential for future applications and provides insights into possible rates for development and utilization; and 4) identifies policy considerations for congressional cognizance or action.

Requested by:

House of Representatives
Committee on Science, Space and Technology
Hon. Robert E. Roe, then *Chairman*
Hon. Robert S. Walker, *Ranking Minority Member*
Hon. George E. Brown, Jr., now *Chairman*

ADOLESCENT HEALTH

November 1991

The report responds to the request of numerous Members of Congress to review the physical, emotional, and behavioral health status of contemporary American adolescents, including adolescents in groups who might be more likely to be in special need of health-related interventions; adolescents living in poverty, adolescents from racial and ethnic minority groups, Native American adolescents, and adolescents in rural areas. OTA 1) identified risk and protective factors for adolescent health problems and integrated national data in order to understand the clustering of specific adolescent health problems, 2) evaluated options in the organization of health services and technologies available to adolescents (including accessibility and financing), 3) assessed options in the conduct of national health surveys to improve collection of adolescent health statistics, and 4) identified gaps in research in the health and behavior of adolescents.

Requested by:

Senate
Select Committee on Indian Affairs
Hon. Daniel K. Inouye, *Chairman*
Committee on Commerce, Science and Transportation
Subcommittee on Aviation
Hon. Nancy L. Kassenbaum, *Ranking Minority Member*

Endorsers

Senate	House of Representatives
Hon. Orrin Hatch	Hon. Morris Udall
Hon. Ted Stevens	Hon. William H. Gray, III
Hon. Charles Grassley	Hon. James M. Jeffords, then
Hon. Claiborne Pell	Hon. Henry A. Waxman
Hon. Edward M. Kennedy	Hon. Daniel K. Akaka
Hon. Bob Dole	Hon. Patricia F. Saiki
Hon. Robert C. Byrd	Hon. Don Young
Hon. Lowell P. Weicker, Jr.	
Hon. Quentin N. Burdick	

Hon. John C. Stennis
Hon. Mark O. Hatfield
Hon. Alan K. Simpson
Hon. Alan Cranston
Hon. Lawton Chiles
Hon. Bob Packwood
Hon. Spark Matsunaga
Hon. Daniel J. Evans
Hon. Arlen Specter
Hon. Frank H. Murkowski
Hon. Christopher J. Dodd
Hon. Dale Bumpers
Hon. Lloyd Bentsen
Hon. Daniel P. Moynihan
Hon. John D. Rockefeller, IV
Hon. Edwaard R. Madigan
Hon. Thad Cochran
Hon. Barbara Mikulski

PERFORMANCE STANDARDS FOR THE FOOD STAMP EMPLOYMENT AND TRAINING PROGRAM

February 1992

The Food Stamp Employment and Training Program (FSET) was designed to reduce food stamp outlays by increasing the employment and earnings of able-bodied food stamp recipients. Congress directed the Food and Nutrition Service of the U.S. Department of Agriculture (FNS) to develop performance standards for FSET. Congress also directed OTA to develop model performance standards and to compare the model standards to the standards developed by FNS. This report also analyzes successful employment and training programs.

Requested by: Mandated by P.L. 100-435.

AFTER THE COLD WAR: LIVING WITH LOWER DEFENSE SPENDING

February 1992

The great events of 1992 ended the Cold War, banished the threat of global nuclear conflict, and freed us to redefine national security. While future U.S. defense needs are still unclear, they will surely require less money and fewer people. This first report from OTA's assessment of Technology and Defense Conversion examined the effects of the defense build-down on the civilian side of the economy. This report focuses on ways to handle the dislocation of workers and communities tbat is, to some degree, inevitable in the defense cutback. It opens a discussion of how defense technologies might be converted to commercial applications.

Requested by:

Senate
Committee on Foreign Relations
Hon. Claiborne Pell, *Chairman*
Committee on Labor and Human Resources
Hon. Edward M. Kennedy, *Chairman*
Committee on Commerce, Science, and Transportation
Hon. Ernest F. Hollings
Committee on Labor and Human Resources
Hon. Orrin Hatch, *Ranking Minority Member*

House of Representatives
Committee on Government Operations
Hon. John Conyers, Jr., *Chairman*
Subcommittee on Commerce, Consumer and Monetary Affairs
Hon. Doug Barnard, Jr., *Chairman*

Committee on Armed Services
Subcommittee on Defense, Industry and Technology
Hon. Jeff Bingaman, *Chairman*

TESTING IN AMERICAN SCHOOLS: ASKING THE RIGHT QUESTIONS February 1992

Concern for the Nation's ability to create and adapt to new technology and maintain high living standards has stimulated myriad State, local, and Federal efforts to improve educational opportunities and outcomes. As Congress prepares to consider a wide range of education policy initiatives, it will encounter strong pressure to widen traditional definitions of educational performance and to consider new metrics for assessing individual learning potential, achievement, and school quality. This report is a comprehensive assessment of alternative measurement technologies. A focal point of the study was the appropriateness of various technologies for diagnosing individual learning needs, measuring skills acquired in school and their relation to future education or employment, and developing performance indicators for accountability of schools and school systems. Comparisons with other countries' testing strategies is also included.

Requested by:

Senate
Committee on Labor and Human Resources
Hon. Edward M. Kennedy, *Chairman*

House of Representatives
Committee on Education and Labor
Hon. Augustus Hawkins, *then Chairman*

TECHNOLOGY AGAINST TERRORISM: STRUCTURING SECURITY March 1992

The assessment examines the state of research and development applicable to countering terrorism. It identifies promising lines of work for further exploitation, and assesses the effectiveness of translating successful technology into actual protection of U.S. citizens, officials, and property. In addition to obvious areas of interest, such as technologies related to explosives detection, access control, and incident response, OTA also considered possible future terrorist threats and potential means of dealing with them.

Requested by:

Senate
Committee on Government Affairs
Hon. John Glenn, *Chairman*
Hon. William V. Roth, *Ranking Minority Member*
Committee on Foreign Relations
Hon. John F. Kerry, *Chairman*
Hon. Mitch McConnell, *Ranking Minority Member*
Committee on Commerce, Science and Transportation
Hon. Ernest Hollings, *Chairman*
Hon. John C. Danforth, *Ranking Minority Member*
Subcommittee on Aviation
Hon. Wendell H. Ford, *Chairman*
Hon. John McCain, *Ranking Minority Member*

GLOBAL STANDARDS: BUILDING BLOCKS FOR THE FUTURE March 1992

Standards govern the design, operation, manufacture, and use of nearly everything that mankind produces. With the evolution of global markets, standards are even more important to facilitate international trade. Unfortunately, they may also be used as trade barriers or to gain advantage over foreign competitors.

This study considered the U.S. standards setting process in light of the changing economic and technological environment. Looking across industry sectors, the study compared the U.S. system with those of other countries, particularly the European Economic Community (EEC).

Requested by:

House of Representatives
Committee on Science, Space, and Technology
Hon. Robert A. Roe, *Chairman*
Hon. Robert S. Walker, *Ranking Minority Member*

FOREST SERVICE PLANNING: ACCOMMODATING USES, PRODUCING OUTPUTS AND SUSTAINING ECOSYSTEMS

March 1992

Land planning techniques are used to assess trade-offs between available land use alternatives. Since decisions taken today can strongly affect future options for renewable resources management, it is essential that the best information is gathered and linked for effective decision making. To identify opportunities for improving renewable resource planning, OTA 1) assessed existing (e.g., FORPLAN model) and emerging (e.g., expert systems) land and resource planning technologies, 2) identified the technological and institutional constraints and opportunities for land managing agencies, particularly the U.S. Forest Service, to improve its planning process, and 3) proposed options on how products of planning processes can aid Congress in establishing policies and management objectives to guide the stewardship of the Nation's renewable resources.

Requested by:

Senate

Committee on Agriculture, Nutrition, and Forestry
Hon. Patrick Leahy, *Chairman*

House of Representatives

Committee on Agriculture
Hon. Kika de la Garza, *Chairman*
Hon. Edward Madigan, *Ranking Minority Member*
Subcommittee on Forestry, Family Farms, and Energy
Hon. Harold Volkmer, *Chairman*,
Hon. Sid Morrison, *Ranking Minority Member*
Committee on the Interior
Subcommittee on National Parks and Public Lands
Hon. Bruce Vento, *Chairman*

FINDING A BALANCE; COMPUTER SOFTWARE, INTELLECTUAL PROPERTY, AND THE CHALLENGE OF TECHNOLOGICAL CHANGE

April 1992

The U.S. software industry accounts for over $60 billion a year in domestic sales and services; including sales of software and services abroad, its revenues exceed $80 billion a year. The software industry is facing growing controversies concerning the appropriate scope of protection for computer programs and processes within our current intellectual-property frameworks. This study focuses on the role of intellectual-property policies in protecting software, encouraging a healthy competitive environment, fostering technological progress in software and allied technologies, and promoting the public interest, in a changing international environment. OTA explores the technological changes and trends in software and computer technologies that Congress must confront in adapting our current system of intellectual property protection to meet the demands of the future.

Requested by:

House of Representatives
Committee on the Judiciary
Hon. Jack Brooks, *Chairman*
Hon. Hamilton Fish, Jr., *Ranking Minority Member*
Subcommittee on Courts, Intellectual Property
and the Administration of Justice
Hon. Robert W. Kastenmeier, *Chairman*,
Hon. Carlos J. Moorhead, *Ranking Minority Member*

HOME DRUG INFUSION THERAPY UNDER MEDICARE

May 1992

This report examines the safety and effectiveness of home drug infusion therapy and the circumstances under which it can be appropriately provided. The report also examines the implications of more comprehensive Medicare coverage, and alternative payment policies for this service.

Requested by:

Senate
Committee on Finance
Hon. Lloyd Bentsen, *Chairman*
Hon. Bill Bradley
Hon. John H. Chafee
Hon. Dave Durenberger
Hon. John Heinz (deceased)
Hon. George Mitchell
Hon. David Pryor
Hon. Donald W. Riegle
Hon. John D. Rockefeller, IV

BUILDING ENERGY EFFICIENCY

May 1992

This focuses on energy use in buildings, which accounts for over one-third of all energy used in the United States. Significant energy savings in buildings are possible through the use of commercially available, cost-effective, energy efficient technologies; yet adoption rates for theses technologies are often low. Interviews with industry, property managers, homeowners, and others were used to explore why technology adoption rates are so low. Past Federal efforts to encourage energy efficiency are reviewed, and policy options for encouraging the adoption of energy efficient technologies are discussed.

Requested by:

Senate
Committee on Governmental Affairs
Hon. John Glenn, *Chairman*
Committee on Energy and Natural Resources
Hon. J. Bennett Johnston, *Chairman*
Hon. James A. McClure, *then Ranking Minority Member*
Subcommittee on Energy, Regulation, and Conservation
Hon. Timothy E. Wirth, *Chairman*
Hon. Don Nickles, *Ranking Minority Member*

House of Representatives
Committee on Energy and Commerce
Hon. John D. Dingell, *Chairman*
Hon. Norman F. Lent, *Ranking Minority Member*
Subcommittee on Energy and Power
Hon. Philip R. Sharp, *Chairman*
Hon. Carlos J. Moorhead, *Ranking Minority Member*

FUELING DEVELOPMENT: PROVIDING ENERGY SERVICES FOR DEVELOPING COUNTRIES

May 1992

A variety of concerns has directed attention toward establishing greater cooperation among the world's governments in developing policies aimed at systematically fostering energy development in the Third World countries while mitigating the environmental impacts of that development. Increasing the level of energy services in developing countries is essential for advancing their economies and raising standards of living. But greater demands for energy in these countries could cause serious problems, for the countries themselves as well as the rest of the world, unless they are handled in ways that are economically and environmentally acceptable. The study examines the energy sector in developing countries, and energy's linkage with economic and social development, and the local and global environment. Second, the study examines the extent to which technology can contribute to the improved efficiency of energy supply, distribution and use in developing countries, the factors determining the rate of technology adoption, and the potential of these technologies for limiting environmental damage. Case studies provide detailed analysis for the handful of developing countries that account for a large share of total developing country energy. Finally, the study addresses ways in which Congress could encourage the adoption of technologies that promote economically and environmentally sound energy development in the poorer countries. The assessment also includes an analysis of how sales by U.S. energy technology vendors to developing countries could benefit the U.S. trade balance, and the policies of other industrialized countries with regard to the transfer of energy technologies to developing countries.

Requested by:

Senate
Committee on Governmental Affairs
  Hon. John Glenn, *Chairman*
  Hon. Joseph Lieberman

House of Representatives
Committee on Energy and Commerce
  Hon. John D. Dingell, *Chairman*
  Hon. Norman F. Lent, *Ranking Minority Member*
Subcommittee on Energy and Power
  Hon. Philip R. Sharp, *Chairman*
  Hon. Carlos J. Moorhead, *Ranking Minority Member*

Endorsers

Congressional Competitiveness Caucus
  Hon. Claudine Schneider, *Co-Chairwoman*

House of Representatives
Select Committee on Hunger
  Hon. Vic Fazio
Committee on Foreign Affairs
Subcommittee on Africa
  Hon. Howard Wolpe, *Chairman*
Subcommittee on Human Rights and International Organizations
  Hon. Gus Yatron, *Chairman*
Committee on Banking, Finance and Urban Affairs
Subcommittee on International Development, Finance, Trade and Monetary Policy
  Hon. Walter Fauntroy, *Chairman*
  Hon. Jim Leach, *Ranking Minority Member*

EVALUATION OF THE OREGON MEDICAID PROPOSAL May 1992

Expensive medical technologies, substantial and growing numbers of poor people, general health care cost increases, and tight fiscal situations in the Federal Government and many States wall have contributed to Medicaid difficulties. The State of Oregon has recently proposed a major departure from Medicaid procedures. It seeks a waiver to excuse it from mandated Federal standards for State participation in the program and to put in place a new but untested system. OTA evaluated the mechanics of Oregon's proposed system, including a methodologic critique. Evidence (from the health care literature and elsewhere) on the efficacy and cost-effectiveness of selected medical services for women and children was analyzed with particular attention to how well Oregon's rankings reflect the medical evidence on those services. The report also analyzed the potential implications for the health status of poor women and children due to lack of access to selected technologies and services, especially those low on the Oregon rankings.

Requested by:
House of Representatives
Committee on Energy and Commerce
Hon. John Dingell, *Chairman*
Subcommittee on Health and the Environment
Hon. Henry A. Waxman, *Chairman*

BUILDING FUTURE SECURITY: STRATEGIES FOR RESTRUCTURING THE DEFENSE TECHNOLOGY AND INDUSTRIAL BASE July 1992

A fundamental question for the long-term national security and economic health of the country is how best to manage an overall reduction in expectation on national security to ensure that the Nation retains an adequate defense industrial and technological base and efficiently converts to civilian production those resources no longer needed for defense. This study: 1) provides Congress with an understanding of the current condition and trends in the defense industrial base; 2) identifies and analyzes a range of possible future force structures and resulting requirements for the future defense industrial base; 3)identifies those elements of the defense industrial base that can be partially or totally converted to civilian use; 4) examines alternatives for facilitating the transition of the defense industrial base to a similar, but response, capability; and 5) identifies ways in which the future defense industrial base can make better use of civilian or "dual-use" technologies and manufacturing.

Requested by:

Senate
Committee on Labor and Human Resources
Hon. Edward M. Kennedy, *Chairman*
Hon. Orrin G. Hatch,
Ranking Minority Member
Committee on Commerce, Science and Transportation
Hon. Ernest F. Hollings, *Chairman*
Committee on Foreign Affairs
Hon. Claiborne Pell, *Chairman*
Senate Committee on Armed Services
Subcommittee on Defense, Industry and Technology
Hon. Jeff Bingaman, *Chairman*

House of Representatives
Committee on Interior and Insular Affairs
Hon. Morris K. Udall, *Chairman*
Committee on Government Operations
Hon. John Conyers, Jr., *Chairman*
Subcommittee on Commerce, Consumer and Monetary Affairs
Hon. Doug Barnard, Jr.

RETIRING OLD CARS: PROGRAMS TO SAVE GASOLINE AND REDUCE EMISSIONS July 1992

This report focuses on light-duty vehicles--automobiles and light trucks--that account for a large portion of urban air quality problems. Although cars of 1971 or earlier vintage made up only about 3.4 percent of the auto fleet in 1990 and were driven less than 2 percent of the miles, the Environmental Protection Agency estimates they created at least 6 percent of the hydrocarbon emissions, 7.5 percent of the carbon monoxide, and 4.7 percent of the nitrogen oxides. Further, because older cars generally are much less fuel efficient than new ones, they burn a disproportionate share of gasoline and thus are responsible for a similarly large share of the environmental economic, and national security effects of gasoline use.

Requested by:

House of Representatives
Committee on Energy and Commerce
Subcommittee on Energy and Power
Hon. Philip K. Sharp, *Chairman*

CYSTIC FIBROSIS AND DNA TESTS: IMPLICATIONS OF CARRIER SCREENING August 1992

Cystic fibrosis is an inherited disorder predominantly characterized by chronic lung disease. Invariably fatal, it is the most common lethal genetic disease in the United States. Currently, DNA analysis can identify 70 to 75 percent of carriers for cystic fibrosis, and hence about 50 percent of couples at risk. Pressure for widespread carrier screening of potential parents for cystic fibrosis is already building, despite caution raised by medical experts. Several companies are aggressively marketing the test, and estimates of the potential market for cystic fibrosis screening range from $200 million to more than $1 billion. The assessment (1) gathers technical information on cystic fibrosis diagnosis and treatment; (2) examines prospects for DNA tests to detect additional cystic fibrosis mutations; (3) analyzes legal, ethical, and economic issues of population screening for cystic fibrosis, including issues related to quality assurance, confidentiality, disability coverage, health insurance, and reimbursement for screening; (4) surveys genetic counselors for their opinions and attitudes toward population screening for cystic fibrosis; and (5) surveys commercial health insurers and health maintenance organizations to assess attitudes, policies, and practices -- present and future -- toward cystic fibrosis screening.

Requested by:

House of Representatives
Committee on Science, Space and Technology
Hon. Robert A. Roe, then *Chairman*
Committee on Energy and Commerce
Hon. John D. Dingell, *Chairman*

POLICE BODY ARMOR STANDARDS AND TESTING August 1992

This assessment identifies key issues and seek to resolve technical disputes relating to setting standards for concealable body armor for police officers and testing procedures for determining compliance with standards.

Requested by:

Senate
Committee on Judiciary
Hon. Joseph R. Biden, Jr., *Chairman*
Hon. Strom Thurmond, *Ranking Minority Member*
Hon. Edward M. Kennedy
Hon. Dennis DeConcini

House of Representatives
Rules Committee
Hon. John Joseph Moakley, *Chairman*
Committee on Judiciary
Hon. Edward F. Feighan, *Member*

A NEW TECHNOLOGICAL ERA FOR AMERICAN AGRICULTURE August 1992

The success of the U.S. agricultural industry no longer depends just on production ability - it also requires increased international competitiveness. An increasing need exists to reduce the cost of production and to emphasize economic yields rather than just production yields. Agricultural research plays a vital long-term role in ensuring a successful and profitable industry in this new age. Concern exists that public and private sector agricultural research is not responding to the realities of this new age. This assessment provides information on the emerging agricultural technologies for the 1990's and the structure of the research systems that gives rise to these technologies. The technologies will include biotechnology, information technology, and low input technology for the food and agricultural sector. The study examines such areas as: (1) the impact of emerging technologies on the agricultural sector, (2) Federal funding models in agricultural research, (3) direction and planning of agricultural research, (4) adequacy of the current structure of the public research and technology transfer system, and (5) the changing nature of public and private sector research.

Requested by:

Senate
Committee on Agriculture, Nutrition and Forestry
Hon. Patrick J. Leahy, *Chairman*
Hon. Richard G. Lugar, *Ranking Minority Member*
Subcommittee on Agricultural Research and General Legislation
Hon. Thomas A. Daschle, *Chairman*

THE BIOLOGY OF MENTAL DISORDERS September 1992

This report presents a summary of research into the biological factors associated with schizophrenia, bipolar disorder, major depression, obsessive-compulsive disorder, and panic disorder. The report also discusses support for this research and the social context in which it moves forward. OTA concludes that there have been important advances in understanding the biology of these disorders, and that rich opportunities for further research exist. The report provides policy options for action by the U.S. Congress in three areas: support for research, implications of research findings, and the dissemination of new information.

Requested by:

Senate
Committee on Commerce, Science, and Transportation
Subcommittee on Science, Technology, and Space
Hon. Albert Gore, Jr.

House of Representatives
Committee on Appropriations
Hon. Silvio O. Conte, *Ranking Minority Member*
Committee on Energy and Commerce
Hon. John D. Dingell, *Chairman*
Committee on Science, Space, and Technology
Hon. Robert A. Roe, *Chairman*
Committee on Veteran Affairs
Hon. G.V. (Sonny) Montgomery

GREEN PRODUCTS BY DESIGN: CHOICES FOR A CLEANER ENVIRONMENT September 1992

In response to tougher regulations and greater environmental awareness, many companies are beginning to be more concerned with reducing the wastes they generate. As yet, though, few companies take responsibility for their products after they are discarded by consumers and enter the waste stream. The problem is complicated by the fact that designers are using increasingly complex materials--e.g., multi layer food packaging--that are often more difficult to recycle or re-use. This assessment explores how technologies for disposal or reclamation of "post-consumption" wastes could be coupled more fully to the initial product design process. It examines how present economic incentives and environmental regulations influence choices made by designers, and what changes in public policies might encourage a new environmental ethic in product design.

Requested by:

House of Representatives
Committee on Science, Space and Technology
Hon. Robert A. Roe, *Chairman*
Committee on Energy and Commerce
Hon. John Dingell, *Chairman*
Hon. George E. Brown, *Member*

MONITORING LIMITS ON SEA-LAUNCHED CRUISE MISSILES September 1992

Beginning with a hypothetical arms control regime for nuclear sea-launched cruise missiles (SLCMs), this report examines in detail ways in which compliance with such a regime might be monitored. Surveying the life-cycle of SLCMs from development testing through deployment and storage, the assessment identifies the "indicators" by which the missiles might be tracked and accounted for. It also assesses the paths of evasion that a determined cheater might take to avoid the proposed monitoring measures.

Requested by:

Senate
Committee on Foreign Relations
Hon. Claiborne Pell, *Chairman*
Hon. Jesse Helms, *Ranking Minority Member*

House of Representatives
Committee on Foreign Affairs
Hon. Dante B. Fascell, *Chairman*
Hon. William B. Bromfield, *Ranking Minority Member*

U.S.-MEXICO TRADE: PULLING TOGETHER OR PULLING APART? September 1992

Technological changes such as computer-aided manufacturing combined with the evolving strategies of U.S., Mexican, and third-country corporations (e.g., Japanese multinationals) will affect jobs and job opportunities for Americans. The assessment focused on plant location and technology decisions, as revealed by interviews with corporate managers and influenced by local labor market conditions, including prevailing wage levels and available skills. The report includes: (1) analysis of production technologies, particularly in the motor vehicles and parts industry, and in electronics; (2) analysis of corporate locational decisions and the public policy factors affecting them (e.g., environmental and workplace regulations); and (3) analysis of the relative attractiveness of Mexico as a site for foreign direct investment. OTA examined the range of possible impacts on U.S. jobs and job opportunities, in terms of occupational categories and their skill requirements, as well as wage levels.

Requested by:

Senate
Committee on Labor and Human Resources
Hon. Edward M. Kennedy, *Chairman*
Hon. Orrin G. Hatch, *Ranking Minority Member*
Hon. Claiborne Pell

House of Representatives
Committee on Education and Labor
Hon. William D. Ford, *Chairman*
Hon. William F. Goodling, *Ranking Minority Member*
Subcommittee on Labor-Management Relations
Hon. Pat Williams, *Chairman*
Hon. Marge Roukema, *Ranking Minority Member*

SPECIAL CARE UNITS FOR PEOPLE WITH ALZHEIMER'S AND OTHER DEMENTIAS: CONSUMER EDUCATION, RESEARCH, REGULATORY AND REIMBURSEMENT ISSUES September 1992

Several million Americans have Alzheimer's disease or another disease or condition that causes dementia. As our population ages, the number of people with these devastating diseases and conditions will increase relentlessly. Families take care of individuals with dementia at home for as long as possible, but most individuals with dementia are likely to spend some time in a nursing home in the often long course of their illness. Until recently, little attention has been paid to the special needs of nursing home residents with dementia. In many nursing homes, they have received and continue to receive inappropriate care that exacerbates their cognitive impairments and behavioral symptoms and further reduces their quality of life. This OTA report analyzes the available information about special care units for people with dementia. It discusses ways in which the Federal Government could encourage and support what is positive about special care units and at the same time protect vulnerable patients and their families from special care units that actually provide nothing special for their patients.

Requested by:

Senate	House of Representatives
Special Committee on Aging Hon. David Pryor, *Chairman*	Select Committee on Aging Subcommittee on Human Services Hon. Olympia J. Snowe, *Ranking Minority Member*

Background Papers

SCREENING MAMMOGRAPHY IN PRIMARY CARE SETTINGS: IMPLICATIONS, COST, AND QUALITY October 1991

Until recently, primary care physicians rarely offered screening mammograms as part of their practices. The interest of primary care practices in becoming suppliers of screening mammograms has been growing, however. The proliferation of equipment in the primary care setting has implications for the volume of services obtained by individual providers and, hence, for the cost and quality of the services provided in all settings of care. This Background Paper examines the implications for cost and quality, as well as for access to mammography, of expanding the supply of mammographic services in the primary care setting. The special issues raised by third-party businesses that package mammography services for primary care physicians are also discussed.

MEDICAL MONITORING AND SCREENING IN THE WORKPLACE: RESULTS OF A SURVEY October 1991

Screening of prospective employees for health status and certain behaviors and monitoring of workers' health are generally thought to be widespread in American workplaces, but few data exist about either practices. This OTA Background Paper presents the results of a survey of 1,500 U.S. companies, the 50 largest utilities, and the largest unions. The survey was designed to obtain information about the types of medical monitoring and screening done in the U.S. and the extent of their use.

AMERICAN MILITARY POWER: FUTURE NEEDS, FUTURE CHOICES October 1991

America's global security environment is changing profoundly, pushing the country toward a fundamental reevaluation of its military requirements and those of the supporting defense technology and industrial base. If U.S.-Soviet relations do not deteriorate, defense procurement could accelerate its present decline though the end of the decade. This Background Paper outlines some of the issues of importance for making choices about the future nature and role of the U.S. armed forces, and suggests how these choices will affect defense base requirements.

HIV IN THE HEALTHCARE WORKPLACE November 1991

Reports of five cases of HIV transmission within a dental practice raised issues regarding patient safety and received much public attention. The Centers for Disease Control's reports of these cases and CDC's subsequent recommendations for preventing transmission of HIV and the hepatitis B virus to patients during exposure-prone invasive procedures have in turn led Congress to consider several actions directed at HIV in the health care workplace. This Background Paper examines evidence of the risk of HIV transmission in the health care workplace and discusses the policy implications of CDC guidelines and congressional actions in response to this risk.

THE 1992 WORLD ADMINISTRATIVE RADIO CONFERENCE (WARC 1992: ISSUES FOR U.S. INTERNATIONAL SPECTRUM POLICY November 1991

A host of new technologies and services, such as digital audio broadcasting, high-definition television, and personal communications services, are vying with existing radio-based applications for a slice of the valuable, but crowded, radio spectrum. The radio frequency spectrum is a common natural resource shared by the nations of the world. The World Administrative Radio Conference meeting in Spain in February 1992 (WARC-92) will attempt to reassign the radio frequencies in order to take advantage of these new applications, while still accommodating the needs of existing users. The Background Paper examined the U.S. preparations process for WARC-92, highlighting efforts to integrate the needs and concerns of various interest groups. It also reviewed the forces and trends affecting the U.S. as it approached WARC-92, and is intended to inform future congressional oversight of the domestic and international radio communication policy process.

THE FBI FINGERPRINT IDENTIFICATION AUTOMATION PROGRAM: ISSUES AND OPTIONS November 1991

This Background Paper assesses the FBI's strategic plans to modernize and fully automate its fingerprint identification and criminal history record system. The paper focuses on key assumptions that will affect the sizing and procurement of the new FBI system, and on other related steps that appear necessary to ensure complete and up-to-date record systems. These include full implementation of a Federal/State/local partnership for maintaining and exchanging fingerprint and criminal history records; enactment of an interstate compact of Federal legislation setting out uniform rules for the exchange of such records; standards and funding for improving criminal history record completeness and disposition reporting; and privacy and security protections for electronic fingerprint and record information.

DIOXIN TREATMENT TECHNOLOGIES November 1991

Nearly 100 hazardous waste sites around the United States have serious problems with dioxin contamination. Very little actual cleanup has been done at these sites. Plans to incinerate dioxin-contaminated materials at some sites have caused concern in the local communities that has led to public debate about the effectiveness of incineration and the availability of other remediation alternatives. This Background Paper presents the status of national efforts to cleanup dioxin-contaminated sites and the technologies that have been used, proposed, and researched. It covers thermal and nonthermal treatment techniques as well as approaches such as stabilization and storage. It discusses the development of these technologies as well as advantages and disadvantages of their use.

REVIEW OF A PROTOCOL FOR A STUDY OF REPRODUCTIVE HEALTH OUTCOMES AMONG WOMEN VIETNAM VETERANS December 1991

OTA's Veterans Studies Advisory Panel met on November 21, 1991, to review the protocol for "A Study of Reproductive Health Outcomes Among Women Vietnam Veterans." This Background Paper contains the results of the review.

NASA'S OFFICE OF SPACE SCIENCE AND APPLICATIONS: PROCESS, PRIORITY AND GOALS January 1992

This Background Paper summarizes a one-day workshop convened to assess the effectiveness of the planning and priority-setting mechanisms used by NASA's Office of Space Science and Applications (OSSA) in carrying out its diverse scientific program.

MANAGING INDUSTRIAL SOLID WASTES FROM MANUFACTURING, MINING, OIL AND GAS PRODUCTION, AND UTILITY COAL COMBUSTION March 1992

The 1976 Resource Conservation and Recovery Act (RCRA) is the major statute governing what are called solid wastes. Federal efforts to date under RCRA have focused on controlling the management and disposal of certain "hazardous" wastes. The remaining solid wastestream, the subject of this Background Paper, dwarfs that defined as hazardous. Although not classified as hazardous, some of this remaining wastestream does contain toxic and other undesirable constituents. This Background Paper examines wastes generated by industrial activities that play a dominant role in our national economy - oil and gas production, mining and mineral processing, coal combustion, and manufacturing.

ALASKAN WATER FOR CALIFORNIA? THE SUBSEA PIPELINE OPTION March 1992

The availability of fresh water has shaped--and will continue to shape-- the development of the Western United States. Questions about who gets the available water, where it will come from, how it is used, how much is paid for it and by whom, and where future demand will go are of paramount importance to farmers, planners, environmentalist, professional water managers, and, increasingly, average citizens. This Background Paper focuses on one technological option for increasing the supply of fresh water to the Southwest--that of building a freshwater subsea pipeline to transport water from Alaska to California. This paper examines important issues related to this subject, including engineering feasibility and cost, Alaskan water availability, California's projected water demand, and other alternatives for meeting future water needs.

THE MENOPAUSE, HORMONE THERAPY, AND WOMEN'S HEALTH May 1992

Ongoing debate about the risks and benefits of estrogen replacement for menopausal and postmenopausal women has raised questions about the adequacy of research in this area. This study evaluates research conducted to date, assesses the extent to which research areas are being addressed, and proposes topics that should be considered in investigating the acute and long-term effects of menopause and designing treatment.

TRADE AND ENVIRONMENT: CONFLICTS AND OPPORTUNITIES May 1992

Industry throughout the world increasingly must take into account environmental issues such as ozone depletion and climate change. The challenge for American firms and the U.S. government will be to resolve the need for environmentally sound practices with the need to stay competitive internationally. This study examines the context in which trade and environmental issues interact, including how to address environmental concerns in trade negotiations and agreements, what forms of technical assistance our major competitors give their industries in dealing with environmental regulations, and the competitiveness of U.S. business in the growing global market for environmental technologies such as pollution control and waste disposal. It also examines the role U.S. firms and the U.S. government could play in technology transfer to the developing world.

LESSONS IN RESTRUCTURING DEFENSE INDUSTRY: THE FRENCH EXPERIENCE June 1992

This Background Paper describes the structure and management of the French defense-industrial base and reviews a variety of strategies the French Government and industry are pursuing to nationalized the base while preserving key French defense contractors in world markets.

IDENTIFYING AND CONTROLLING PULMONARY TOXICANTS June 1992

This Background Paper describes technologies available to identify substances toxic to the lung and Federal efforts to control human exposure to such substances through regulatory and research programs.

DISPOSAL OF CHEMICAL WEAPONS: ALTERNATIVE TECHNOLOGIES June 1992

This Background Paper briefly describes the Army's chemical weapons destruction program, discusses the factors that could affect a decision to develop state of development of proposed alternatives, discusses the alternatives, and illustrates the difficulty of gaining public acceptance of complex technical systems.

CDC'S CASE DEFINITION OF AIDS: IMPLICATIONS OF PROPOSED REVISIONS June 1992

The Centers for Disease Control's (CDC) AIDS case definition is used to monitor trends in the number and distribution of AIDS cases in the U.S. The AIDS case definition measures severe morbidity due to infection with human immunodeficiency virus (HIV). This information is then used in formulating Federal and State policies for the prevention, treatment, and control of AIDS. In addition, the AIDS case definition has been used in disability determinations by the Social Security Administration. This Background Paper examines the epidemiologic evidence used by the CDC in deciding to revise the AIDS case definition, and the impact the proposed definition will have on surveillance. The paper also explores the logistical consequences and other implications of the revised definition, including its impact on Social Security disability determinations.

REMOTELY SENSED DATA FROM SPACE: DISTRIBUTION, PRICING AND APPLICATIONS July 1992

This Background Paper focuses on decisions about the future course of the Landsat land remote sensing satellite program and the experiment with commercialization that began in 1984. A consensus is emerging within the government that Landsat 7 will be funded and managed by the public sector. While giving greater assurance that Landsat data will continue to be available for scientists and other users of the data, returning Landsat operations to the public sector creates a new set of problems.

DO MEDICAID AND MEDICARE PATIENTS SUE MORE OFTEN THAN OTHER PATIENTS? July 1992

Whether Medicaid and Medicare patients are likely to sue more or less often than other patients is a critical question in studying the recent trend of reduced physician participation in Medicaid and other publicly funded programs. OTA concluded that these patients are not more likely to sue and may actually sue less often than would be expected on the basis of their medical risks.

DOES HEALTH INSURANCE MAKE A DIFFERENCE? September 1992

This Background Paper provides interim results of OTA's assessment *Technology, Insurance, and the Health Care System*. It reviews the scientific literature linking health insurance status with access to and the use of health services, and with individual health outcomes.

DIFFICULT-TO-REUSE NEEDLES FOR THE PREVENTION OF HIV INFECTION AMONG INJECTING DRUG USERS September 1992

Some health policy experts have suggested that a redesign of IV injection technology used in the U.S. health care system could lead to a reduction in the spread of HIV among intravenous drug users by eliminating their ability to share injection equipment. This study reviews proposals for needles and syringes that are difficult or impossible for reuse. In addition, it analyzes the potential for drug users to defeat these designs, the likely impact of switching to "single-use" injection equipment on the behavior of drug users, and the impact of such a change on the larger health care system including its costs and its effect on medical waste.

Administrative Documents

Publications Catalog	October 1991
Assessment Activities	December 1991
Annual Report	March 1992

16.B. Publication Information

Requests for OTA Publications

During fiscal year 1992, OTA's Publications Distribution Office processed over 24,663 telephone and mail requests. Of these, 17,679 were telephone and 6,984 were mail requests. A majority of the non-congressional requests received in the Publications Distribution Office were referred to the U.S. Government Printing Office or the National Technical Information Service for purchase of OTA documents. Additional requests were processed by OTA program offices and the OTA Congressional and Public Affairs Office.

The Publications Distribution Office received requests for multiple copies of many of OTA's reports from congressional offices. The largest number of congressional requests for reports were for:

- **Improving Automobile Fuel Economy: New Standards, New Approaches**
- **Competing Economies: America, Europe, and the Pacific Rim**
- **Biotechnology in a Global Economy**
- **After the Cold War: Living with Lower Defense Spending**
- **Testing in American Schools: Asking the Right Questions**
- **Finding a Balance: Computer Software, Intellectual Property and the Challenge of Technological Change**
- **U.S. Oil Import Vulnerability: The Technical Replacement Capability**
- **Making Things Better: Competing in Manufacturing**
- **Miniaturization Technologies**
- **Summary: Worker Training-Competing in the New International Economy**
- **Building Energy Efficiency**
- **Home Drug Infusion Therapy Under Medicare**

Multiple copies of OTA reports and summaries were also requested by various government agencies and private organizations including: ARAMCO Services Company; Motor Vehicles Manufacturing Association; General Motors Corporation; U.S. Department of Labor; University of Georgia; U.S. Department of Agriculture; The Boeing Company; U.S. Chamber of Commerce; Maryland Biotechnology Institute; Industrial Biotechnology Association; Lockheed Missile & Space Company; IBM Corporation; American Society for Training & Development, Inc.; Mississippi Community College Library; Dow Chemical; American Mathematical Society; General Accounting Office; Wellesley College Bookstore; Sandia National Laboratories; U.S. Department of Education; National Science Foundation; National Association of State Boards of Education; U.S. Information Agency; National Governor's Association; NASA; Small Business Administration; National Home Infusion Association; Mt. Sinai School of Medicine; Software Publishers Association; Brown University; U.S. Department of Energy; and National Academy of Sciences. .

The Superintendent of Documents, U.S. Government Printing Office, sold out several titles and reprinted eight OTA titles during fiscal year 1992; these include:

- **Building Energy Efficiency**
- **After the Cold War: Living with Lower Defense Spending**
- **Global Arms Trade: Commerce in Advanced Military Technology and Weapons**
- **Redesigning Defense: Planning the Transition to the Future U.S. Defense Industrial Base**
- **Federally Funded Research: Decisions for a Decade**
- **Global Standards: Building Blocks for the Future**
- **Finding a Balance: Computer Software, Intellectual Property and the Challenge of Technological Change**
- **Informing the Nation: Federal Information Dissemination in an Electronic Age**

Private Sector Reprinting of OTA Publications

OTA publications are sometimes selected by commercial publishers or private organizations for reprinting. For example, in fiscal year 1992 commercial publishers requested to reprint the following:

o Cutter Information Corp. (MA)
Changing by Degrees: Steps to Reduce Greenhouse Gases

o Livestock Industry Promotion Corp. (CO)--translation and reprint
U.S. Dairy Industry at a Crossroad: Biotechnology and Policy Choices

Additionally, other agencies, organizations, and magazines requested the use of text, photographs, or other graphics from OTA publications for use in articles and reviews, including:

The Futurist (articles on *Testing in American Schools: Asking the Right Questions; Rural America at the Crossroads: Networking for the Future;* and *Fueling Development: Energy Technologies for Developing Countries)*;

Civil Engineering (article on *Changing by Degrees: Steps to Reduce Greenhouse Gases)*;

Environments Journal, University of Waterloo, Waterloo, Ontario (review of *Technologies for Prehistoric and Historic Preservation)*;

The Public Historian (review of *Technologies for Prehistoric and Historic Preservation)*;

State Education Leader, Education Commission of the States, Denver, CO (information from *Testing in American Schools: Asking the Right Questions)*;

Aviation Week (information from *After the Cold War: Living with Lower Defense Spending)*

16.C. Assessments in Progress as of October 1, 1992, and Related Legislation

U.S. ENERGY EFFICIENCY: PAST TRENDS AND FUTURE OPPORTUNITIES
Environmental policy and/or economic conditions are increasingly providing incentives for pursuing or mandating energy efficiency and conservation in many economic sectors of the U.S. economy. This assessment focuses on the technical potential and commercial prospects for future efficiency gains. In addition to the full assessment report, several interim reports will be produced that will examine potential efficiency gains from the perspective of major end users: the residential and commercial sector, industry, transportation, and government, and the possible alternative roles of public and private sector involvement in promoting energy efficiency in these sectors.

Possible Impact on Legislation: The report on transportation energy conservation, examines a broad range of mechanisms capable of reducing energy use and greenhouse gas; emissions in the transportation sector, including regulatory, R&D, and incentive programs to boost auto and light truck efficiency and promote alternative fuels; conservation measures such as parking restrictions, HO lanes, forgiveness of tolls for carpools, corporate promotion of vanpools, etc.; energy taxes; targeted transit system rehabilitation, for older, denser cities with existing systems; integrated plans that seek a major shift from private to public transportation; and system problems; and integrated plans that seek large conservation gains with major increases in efficiency and use of alternative fuels, widespread use of intelligent highways to combat congestion, economic incentives to limit travel such as time-of-day charges, energy taxes, changes in tax incentives for parking, etc. Several of these issues are likely to be on Congress's agenda in the coming session.

Project Director: Peter Blair
Estimated publication date: Summer 1993

Requested by:
Senate
Committee on Governmental Affairs
Hon. John Glenn, *Chairman*
Committee on Energy and Natural Resources
Hon. J. Bennett Johnston, *Chairman*
Hon. James A. McClure, *Ranking Minority Member*
Subcommittee on Energy Regulation and Conservation
Hon. Timothy Wirth, *Chairman*
Hon. Don Nickles, *Ranking Minority Member*

House of Representatives
Committee on Energy and Commerce
Hon. John Dingell, *Chairman*
Hon. Norman F. Lent, *Ranking Minority Member*
Subcommittee on Energy and Power
Hon. Philip R. Sharp, *Chairman*
Hon. Carlos J. Moorehead, *Ranking Minority Member*
Committee on Science, Space and Technology
Subcommittee on Natural Resources, Agricultural Research and Environment
Hon. James H. Scheuer

RENEWABLE ENERGY TECHNOLOGY: RESEARCH, DEVELOPMENT, AND COMMERCIAL PROSPECTS
New concerns over energy security, economic growth, and environmental quality are once again focusing interest on renewable energy technologies. Much has been learned during the past 15 years of work with these technologies and resources, but the environment in which they are being commercialized has changed considerably. This assessment of renewable energy technologies will address the technological opportunities and limits as well as the economic, institutional, and other factors that assist or impede commercialization. These factors will be addressed for each of the major energy supply and end-use sectors: residential and commercial, industry, agriculture and forestry, transport, and the electric utility industry.

Possible Impact on Legislation: The Energy Policy Act of 1992 and other legislation dealt with many aspects of renewables, including use of passive solar in buildings, alternative fuels in vehicles, transmission access by independent power producers, renewable energy investment tax credits and production credits, and many others. Despite this sweeping legislation, a number of issues remain unresolved and will likely be raised in the 103rd Congress. These include: R&D needs for renewable energy technology development; policies to increase U.S. competitiveness in export markets for renewable energy technologies; policies to support utility use of "green pricing," "green RFPs" or other mechanisms to aid in aggregating demand for renewable energy technologies and to minimize transaction costs for small renewable resource developers; policies to encourage utilities to take into account the risk of fossil fuel price increases in planning utility investment portfolios; policies to include consideration of environmental externalities and other social costs in energy planning and pricing; federal lands policies to provide equitable access to renewable energy resources while preserving the broader public interest; performance of the Renewable Energy Joint Venture Program; and evaluation of the various tax and other explicit and implicit subsidies of different energy resources and technologies contained in the Energy Security Act of 1992..

Project Director: Sam Baldwin
Estimated publication date: Spring/Summer 1993

Requested by:
U.S. House of Representatives
Committee on Science, Space and Technology
Hon. George Brown, *Chairman*
Subcommittee on Natural Resources, Agriculture and Environment
Hon. James H. Scheuer, *Chairman*,
Committee on Energy and Commerce
Hon. John Dingell, *Chairman*
Hon. Norman F. Lent, *Ranking Minority Member*
Subcommittee on Energy and Power
Hon. Philip Sharp, *Chairman*,
Hon. Carlos J. Moorhead, *Ranking Minority Member*

Endorsers
Hon. Charles Grassley, *Member of the Technology Assessment Board*

U.S. House of Representatives
Committee on Agriculture
Subcommittee on Department Operations, Research, and Foreign Agriculture
Hon. Charlie Rose, *Chairman*
Subcommittee on Forests, Family Farms, and Energy
Hon. Harold L. Volkmer, *Chairman*
Committee on Appropriations
Subcommittee on Energy and Water Development
Hon. Vic Fazio, *Vice Chairman*

AGING NUCLEAR POWERPLANTS: LIFE ATTAINMENT, LICENSE EXTENSION AND DECOMMISSIONING

This assessment will examine the technical, economic, institutional, and safety factors determining the useful lives of existing nuclear power plants. It will examine both the prospects for life extension of nuclear plants, and the cost and performance of those plants in attaining their currently-licensed operating lives. Because one major safety and economic impact of extending plant life is the deferral of nuclear plant decommissioning, this assessment will also examine decommissioning technology.

Project Director: Robin Roy
Estimated publication date: Spring 1993

Requested by:

Senate
Committee Governmental Affairs
Hon. John Glenn, *Chairman*

U.S. House of Representatives
Committee on Energy and Commerce

ENERGY AND ENVIRONMENTAL TECHNOLOGY TRANSFER TO CENTRAL AND EASTERN EUROPE

This study will review the energy technology needs of several republics of the former Soviet Union plus Hungary, Poland, and Czechoslovakia. It will pay particular attention to increasing the efficiency of energy use, increasing oil production in Russia and Azerbaijan, natural gas production and transmission, nuclear safety, coal mining, and electric power production. Opportunities for reducing emission of pollutants will also be examined. The study will then determine which technologies the United States can supply and how they can be facilitated. It will evaluate the impacts, both positive and negative, for the United States and for the recipients. Finally, it will analyze policy options for the Congress to influence technology transfers to maximize U.S. benefits, especially in light of budget constraints.

Possible Impact on Legislation: Congress is expected to use the study in several ways. Large increases in foreign aid have been proposed (President Bush offered $24 billion) to help these countries, but Congress has failed to authorize any foreign assistance budgets in recent years. The study will help clarify the role that the energy portion of foreign assistance can play in Eastern Europe and the costs and benefits to the United States. In fact, improving the energy situation can play a leading role in supporting economic reform and democratization, a major foreign policy interest of the Congress.

The report can also be used in making energy and environmental policy for the United States, since both must be viewed in the international context. Both production and consumption in Eastern Europe are large enough to significantly affect world energy prices. and the release of global warming gases.

Export policy is another focus. Many of our trade competitors are much more involved in supporting exports. This study will identify situations where increased U.S. support could improve sales of equipment and services. It will also discuss how loosening export controls could affect national security.

Project Director: Alan Crane
Estimated publication date: Spring 1994

Requested by:

Senate
Committee on Environment and Public Works
Hon. Quentin N. Burdick, *Chairman*
Hon. Joseph I. Lieberman
Committee on Foreign Relations
Hon. Claiborne Pell, *Chairman*
Hon. Jesse Helms, *Ranking Minority Member*
Subcommittee on European Affairs
Hon. Joseph Biden, Jr., *Chairman*
Hon. Larry Pressler, *Ranking Minority Member*

U.S. House of Representatives
Committee on Foreign Affairs
Hon. Dante B. Fascell, *Chairman*
Hon. Lee H. Hamilton
Committee on Energy and Commerce
Hon. John Dingell, *Chairman*
Hon. Norman F. Lent, *Ranking Minority Member*
Subcommittee on Energy and Power
Hon. Philip R. Sharp, *Chairman*
Hon. Carlos J. Moorhead

TECHNOLOGY AND DEFENSE CONVERSION

U.S. defense needs have changed fundamentally since the end of the Cold War. The Nation has begun the transition to an economy less devoted to defense, and further deep, sustained defense cuts are to be expected. The challenge is to keep dislocation of workers and communities to a minimum, and take advantage of opportunities to channel human and technological resources into building a stronger economy. The first report of this assessment discussed the effects of lower defense spending on workers, communities, and companies. It considered options for easing the transition for displaced workers and hard-hit communities, and for investing in technology development and diffusion to promote growth and open new opportunities for displaced workers and defense-dependent communities. The second and final report of the assessment will concentrate on the potential for redirecting Federal R&D resources from military goals to strengthening the nation's economic performance. It will also consider possible investments in new national initiatives that could fulfill public needs while at the same time improving our industrial competitiveness and making use of resources formerly devoted to defense.

Possible Impact on Legislation: The following bills, introduced in the 102nd Congress, deal with issues pertinent to the Defense Conversion assessment. Similar bills are likely to be introduced in the 103rd Congress.

H.R. 1452. A bill to establish a program for research and development on magnetic levitation transportation.

H.R. 1538. A bill to establish a national electric vehicle research, demonstration, and commercialization program for the United States.

H.R. 2102 (and H.R. 2878, H.R. 2914, S.797). A bill to establish a program of research and development and construction of a commercial magnetic levitation transportation system.

H.R. 2761. A bill to establish a National Magnetic Levitation Design Program.

H.R. 2944. A bill to further the development of commercially viable advanced transportation systems and electric passenger vehicles in the United States, and for other purposes.

S. 979. A bill to provide for strong Department of Energy support of research and development of technologies identified in the most recent National Critical Technologies Report as critical to United States economic prosperity and national security.

S. 999. A bill to authorize a Federal program to promote the development and implementation of Intelligent Vehicle-Highway Systems.

S. 1000. A bill to ensure that the recommendations of the Commission on the Consolidation and Conversion of Defense Research and Development Laboratories are available for consideration before any action is taken to close or realign Department of Defense laboratories pursuant to the Defense Base Closure and Realignment Act of 1990.

S. 1351 (and S. 2566). A bill to establish partnerships involving Department of Energy laboratories and educational institution, industry, and other Federal agencies, for purposes of development and application of technologies critical to national security and scientific and technological competitiveness. (check floor action of both).

Interim Publications:
After the Cold War: Living with Lower Defense Spending (published 2/92)

Project Director: Katherine Gillman
Estimated publication date: Spring 1993

Requested by:

Senate	U.S. House of Representatives
Committee on Foreign Relations	Committee on Interior and Insular Affairs
Hon. Claiborne Pell, *Chairman*	Hon. Morris Udall, then *Chairman*
Committee on Labor and Human Resources	Committee on Government Operations
Hon. Edward M. Kennedy, *Chairman*	Hon. John Conyers, Jr., *Chairman*

Committee on Commerce, Science,
and Transportation
Hon. Ernest F. Hollings
Committee on Labor and Human Resources
Hon. Orrin Hatch, *Ranking Minority Member*
Committee on Armed Services
Subcommittee on Defense, Industry
and Technology
Hon. Jeff Bingaman, *Chairman*

Subcommittee on Defense, Industry and
Technology
Hon. Doug Barnard, Jr., *Chairman*

AMERICAN INDUSTRY AND THE ENVIRONMENT: IMPLICATIONS FOR TRADE AND U.S. COMPETITIVENESS

Industry throughout the world increasingly must take into account environmental issues such as ozone depletion and climate change. U.S. industry will face increasing environmental pressures, but also new opportunities, with different sectors affected differently. The challenge for American firms and the U.S. government will be to resolve the need for environmentally sound practices with the need to stay competitive internationally. This study will examine the context in which trade and environmental issues interact, including how to address environmental concerns in trade negotiations and agreements, what forms of technical assistance our major competitors give their industries in dealing with environmental regulations, and the competitiveness of U.S. business in the growing global market for environmental technologies such as pollution control and waste disposal. It will also examine the role U.S. firms and the U.S. government could play in technology transfer to the developing world.

Possible Impact on Legislation: Issues addressed by this assessment are pertinent to legislation on such topics as environmental technology development, export promotion, pollution prevention, the relationship between environmental requirements and trade agreements, foreign assistance and sustainable development. Hundreds of bills have been introduced on these subjects in the 102nd Congress. Those listed below are likely to be reintroduced in a similar form in the 103rd Congress.

H.R. 2508. A bill to amend the Foreign Assistance Act of 1961 to rewrite the authorities of that Act in order to establish more effective assistance programs and eliminate obsolete and inconsistent provisions, to amend the Arms Export Control Act, to authorize appropriations for foreign assistance programs for fiscal years 1992 and 1993.

H.R. 5895. National Environmental Business Foundation Act of 1992.

H.R. 5587 (and S. 2866). A bill to establish a program, to be known as the "ADEPT" Program, for the provision of international assistance in the deployment of energy and energy-related environmental practices and technologies.

H.R. 6044. A bill to promote the export of United States environmental technology, to promote biological diversity conservation and cooperation in the Western Hemisphere.

S. 59. A bill to mandate a study of the impact on international trade of compliance with international environmental agreements and the justification of foreign nation environment, conservation and health laws, and to amend the Trade Act of 1974.

S. 984. The International Pollution Deterrence Act of 1991.

S. 1965. A bill to amend the Clean Water Act to provide global environmental protection incentives and enhanced competitiveness of domestic business.

S. 2632 (and H.R. 5374) A bill to establish the National Environmental Technologies Agency.

S. 3261. A bill to promote, as a priority in United States Trade promotion programs, the export of United states goods and services to control or reduce pollution and to clean up existing pollution problems.

Project Director: Wendell Fletcher
Estimated publication date: Fall 1993

Requested by:
U.S.House of Representatives
Committee on Foreign Affairs
Hon. Dante B. Fascell, *Chairman*
Hon. William S. Broomfield, *Ranking Minority Member*
Committee on Energy and Commerce.
Hon. John Dingell, *Chairman*

MULTINATIONAL FIRMS AND THE U.S. TECHNOLOGY BASE

Multinational corporations (MNCs) will play a major role in the development and commercial application of technologies that are critical to the prosperity and security of the Nation. Accordingly, the study will analyze a range of existing laws, regulations and policy options which affect the likelihood that critical technologies will be developed and produced in the United States. This assessment will examine the impact of foreign direct investment (FDI) on the health of the U.S. technology and manufacturing base. It will describe and analyze how assembly or turnkey manufacturing operations (run by MNCs with U.S. or foreign names) displace, augment, or otherwise affect indigenous technology development and manufacturing. The study will also address the mechanisms through which MNCs transfer innovative technology from one country to another. Questions to be addressed include whether foreign MNCs buy or finance U.S. high-technology firms to gain access to technological innovation.

Possible Impact on Legislation: The following bills, introduced in the 102d Congress, deal with subjects germane to the MNC assessment. It is likely that similar bills will be introduced in the 103d Congress.

H.R.682 A bill to amend the Internal Revenue Code of 1986 to impose a minimum tax of 5 percent of gross income on foreign and foreign-owned corporations which do not provide sufficient information to accurately determine their taxable income.

H.R. 1031 A bill to discourage domestic corporations from establishing foreign manufacturing subsidiaries in order to avoid Federal taxes by including in gross income of United States shareholders in foreign corporations the retained earnings of any such subsidiary which are attributable to manufacturing operations in runaway plants or tax havens.

H.R.1347 A bill to provide regulatory incentives to promote national treatment by foreign countries to United States providers of certain financial and communications services, and for other purposes.

H.R. 1396 A bill to amend the Trade Act of 1974 in order to require reciprocal responses to foreign acts, policies, and practices that deny national treatment to United States investment.

H.R.2913 A bill to provide for equality of State taxation of domestic and foreign corporations.

H.R. 2948 A bill to amend the Internal Revenue Code of 1986 to eliminate inequities and provide symmetry in certain foreign provisions, and for other purposes.

H.R. 4173 A bill to impose restrictions on the importation into, and the sale within, the United States of certain motor vehicles; to increase the efficiency of domestic motor vehicle manufacturers; and for other purposes.

H.R. 4304 A bill to amend the Internal Revenue Code of 1986 to enhance tax equity and fairness by imposing an alternative minimum tax on corporations importing products into the United States at artificially inflated prices.

H.R. 4947 A bill to amend Chapter 15 of the National Security Act of 1947 to promote the transfer of technology to United State's industries for the national welfare.

Project Director: William Keller
Estimated publication date: Spring 1994

Requested by
Senate
Committee on Commerce, Science
and Transportation
Hon. Ernest F. Hollings,*Chairman*
Subcommittee on Foreign Commerce
and Tourism
Hon. John D. Rockefeller, *Chairman*

PROLIFERATION OF WEAPONS OF MASS DESTRUCTION

The abatement of the strategic competition between the United States and the Soviet Union, the Gulf War, and the dissolution of the USSR have all brought the issue of the proliferation of weapons of mass destruction into the forefront of national security planning. Such weapons, which can range from hundreds to millions of times more deadly than conventional weapons of the same size, pose a serious challenge to the United States. This assessment will compare the risks posed by proliferation of various weapons of mass destruction, assess the effectiveness of current nonproliferation policies, and formulate relevant Congressional policy options, including measures designed both to impede proliferation and to expose it.

Possible Impact on Legislation: As reports are issued, we expect to contribute to Congressional consideration of the annual authorization and oversight bills dealing with national defense, foreign policy, foreign trade, and intelligence activities, which will increasingly deal with proliferation. In addition, early in 1993 the Senate will be asked to consent to the ratification of the Chemical Weapons Convention, an international treaty banning chemical weapons. Numerous proliferation-related bills are also certain to be introduced in the next Congress. Major subjects of legislation are likely to include: sanctions against foreign nations that contribute to nuclear proliferation; sanctions against U.S. and foreign firms and individuals trafficking in goods, technology, or finances that assist nuclear proliferation; requirements for Executive branch reports on foreign noncompliance with nonproliferation commitments; limits beyond those now in force on export of dual-use technologies that might have nuclear weapons applications; additional support for the International Atomic Energy Agency, and strengthening of IAEA nuclear safeguards; support for dismantlement of former Soviet nuclear weapons and prevention of transfer from the former Soviet Union of goods, technologies or expertise that would contribute to proliferation of weapons of mass destruction; support for additional Executive Branch research and activities to prevent proliferation; efforts to block proliferation of weapons of mass destruction to specific countries, such as Iraq or Iran.

Project Director: Gerald Epstein
Estimated Publication Dates
Assessing the Threat (Spring 1993)
Policies for Government Action (Fall 1993)

Requested by:
Senate
Committee on Foreign Relations
Hon. Claiborne Pell, *Chairman*
Hon. Jesse Helms, *Ranking Minority Member*

Committee on Governmental Affairs
Hon. John Glenn, *Chairman*
Hon. William V. Roth, Jr., *Ranking Minority Member*

EARTH OBSERVATION SYSTEMS

The United States and other countries now operate a variety of satellite remote sensing systems for monitoring the land, oceans, and atmosphere throughout the world. The United States currently operates Landsat and the weather satellite systems (both civilian and military). NASA scientific satellites and instruments probe the Earth's environment to assist scientific studies. NASA also plans to launch a series of sophisticated satellites (the Earth Observing System, or EOS) over the next two decades to gather global environmental data that would, among other things, assist in assessing global atmospheric warming and in managing Earth's natural resources. This OTA assessment will explore the need for and nature of the data these systems would generate, and how the systems would be operated to provide useful information.

Potential Impact on Legislation: This assessment will provide input to the Appropriations Committees of the House and Senate as they deliberate over funding for remote sensing by NASA and NOAA. It will also provide input to the committees with authorization and oversight responsibilities as they consider the future direction of U.S. remote sensing activities.

Project Director: Ray Williamson
Estimated publication date:
Remotely sensed data from space: distribution, pricing and applications (published 7/92)
Future of remote sensing from space Spring 1993
Using Data from Space: Opportunities and Issues Summer 1993
Remote Sensing from Space: International Issues Fall 1993

Requested by:
Senate
Committee on Commerce, Science and Transportation
Hon. Ernest F. Hollings, *Chairman*
Subcommittee on Science, Technology, and Space
Hon. Albert Gore, Jr., *Chairman*
Hon. Larry Pressler, *Ranking Minority Member*
Committee on Appropriations
Subcommittee on VA, HUD-Independent Agencies

U.S. House of Representatives
Committee on Science, Space and Technology
Hon. George E. Brown, Jr., *Chairman*

ASSESSING THE POTENTIAL INTEGRATION OF DEFENSE AND CIVILIAN TECHNOLOGY AND MANUFACTURING

There is broad support for reducing regulatory and other barriers to greater reliance on civil technology, manufacturing capacity, and products for defense needs. Integrated development and production of a mix of military and civil items, as demand requires, could reduce defense acquisition costs and improve the international competitiveness of U.S. industry. However, there has been little detailed analysis of specific opportunities for integration. This assessment will examine the current level of integration, identify barriers to integration and opportunities for integration, assess impacts of integration in selected cases, and frame legislative options for promoting integration.

Project Director: Jack Nunn
Estimated publication date: Fall 1993

Requested by:

Senate

Committee on Armed Services
Hon. Sam Nunn, *Chairman*
Hon. John W. Warner, *Ranking Minority Member*
Subcommittee on Defense Industry and Technology
Hon. Jeff Bingaman, *Chairman*
Hon. Dan Coats, *Ranking Minority Member*

U.S. House of Representatives

Committee on Armed Services
Hon. Les Aspin, *Chairman*
Hon. William L. Dickinson, *Ranking Minority Member*

RESEARCH ON HEALTH RISK ASSESSMENT

Risk assessment is an analytical tool used to estimate cancer risks to humans from exposure to carcinogens. Risk assessment methodology has improved since Federal agencies adopted it in the early 1970s, but, as expected for a new activity, imperfections and controversies remain. Systematic improvement of risk assessment methods will require basic and applied research as well as decisions about activities that might best be described as data collection. This project will assess the course, results, and applications of research in risk assessment and Federal funding and management of that research. It will address two major concerns that are repeatedly raised within the scientific community and that affect environmental policy. First, how are research funding priorities set? How well does the research that agencies fund match the needs of risk assessors? Second, when research is completed, how are the results incorporated into agency practice? How do agencies decide when a scientific consensus exists? What organizational or other barriers prevent agencies from using the results of the research they fund?

Project Director: Dalton Paxman
Estimated Publication Date: Spring 1993

Requested by:

U. S. House of Representatives

Committee on Energy and Commerce
Hon. John D. Dingell, *Chairman*

TECHNOLOGIES FOR UNDERSTANDING THE ROOT CAUSES OF SUBSTANCE ABUSE AND ADDICTION

This assessment will: 1) assess the state-of-the-art of biological research regarding the phenomenon of addiction to a variety of substances; 2) examine and describe psychological and social variables contributing to the abuse of, and addiction to, alcohol and drugs; 3) assess the effectiveness of various substance abuse prevention initiatives; 4) assess ongoing research on the root causes of substance abuse and addiction; 5) analyze various demographic studies that measure substance use and abuse; and 6) evaluate policy implications arising from a state-of-the-art understanding of the root causes of substance abuse and addiction.

Project Director: Kevin O'Connor
Estimated Publication Date: Summer 1994

Requested by:

Senate

Committee on Governmental Affairs
Hon. John Glenn, *Chairman*

U.S. House of Representatives

Committee on Government Operations
Hon. John Conyers, Jr., *Chairman*
Hon. Frank Horton, *Ranking Minority Member*

Endorser

Hon. William Roth, U.S. Senate

OSHA'S SELECTION OF CONTROL TECHNOLOGIES AND ASSESSMENT OF THEIR IMPACTS AND COSTS

This assessment will examine how OSHA selects technologies to reduce health and safety risks and how the agency estimates the costs and impacts of those choices. For each regulation selected for study, OTA will: 1) examine how OSHA selected the control technologies; 2) describe how OSHA estimated the expected impacts of the regulations on productivity and innovation and the costs of compliance; 3) compare OSHA's estimates to the measured (post-regulatory) impacts and costs of the regulations; and 4) identify factors that contributed both to accurate and inaccurate estimates and prepare options for congressional action that will encourage accurate estimation of impacts and costs.

Project Director: Michael Gough
Estimated Publication Date: Spring 1994

Requested by:
Senate
Committee on Labor and
Human Resources
Hon. Edward M. Kennedy, *Chairman*

U.S. House of Representatives
Committee on Education and Labor
Hon. William D. Ford, *Chairman*

THE HUMAN GENOME PROJECT AND PATENTING HUMAN DNA SEQUENCES

The Human Genome Project, an estimated 15-year, $3-billion project, has been undertaken with the expectation that it will improve genetic diagnoses and advance therapies. In 1991, the National Institutes of Health (NIH) applied for patents on thousands of human DNA sequences of uncharacterized function, representing approximately 5 percent of all human genes. The move set off a storm of controversy in the United States and abroad, although the issues raised extend beyond the NIH applications. Who can "own" human DNA sequences and what must be known about a DNA sequence to permit patentability, if it should be permitted at all? This assessment will (1) analyze the degree to which DNA sequences can be incorporated into patents; (2) discuss the social and ethical issues of ownership of human DNA sequences; (3) examine the effect of filing early patents on research conduct, and whether the effect is different for U.S. scientists, universities, industry, national laboratories, the Federal Government, and international research collaboration; and (4) assess the legal and economic impacts of existing technology transfer laws on human genome research.

Project Director: Robyn Nishimi
Estimated Publication Date: Spring 1994

Requested by:
Senate
Committee on Labor and Human Resources
Hon. Edward M. Kennedy, *Chairman*
Committee on Appropriations
Hon. Mark O. Hatfield, *Ranking Minority Member*
Committee on Judiciary
Subcommittee on Patents, Copyrights,
and Trademarks
Hon. Dennis DeConcini, *Chairman*

ALTERNATIVE COCA REDUCTION STRATEGIES IN THE ANDEAN REGION

Heightened concern over the impacts of illegal drug use and production on man and the environment has stimulated interest in exploring avenues to reduce or eliminate coca production. Ongoing and past supply reduction efforts and results (i.e., crop substitution and coca eradication) will be reviewed. Opportunities for potential alternative crops and cropping systems, biological control approaches, and the institutional and infrastructural needs to support successful efforts will be discussed.

Possible Impact on Legislation: Could be used in reauthorization or appropriations for International Narcotics Control Act (P.L.101-231), Foreign Assistance Act (P.L.99-83) of 1961, and proposed amendments that deal with its relationship to narcotics production and control in lesser developed countries, Andean Trade Preference Act that established the Andean Trade Initiative, and the Enterprise for the Americas Initiative Act of 1991 (EAI).

Project Director: Patricia Durana
Estimated Publication Date: Winter 1993

Requested by:
Senate
Committee on Labor and
Human Resources
  Hon. Orrin G. Hatch, *Ranking Minority Member*
Committee on the Judiciary
  Hon. Joseph R. Biden, Jr., *Chairman*
  Hon. Strom Thurmond, *Ranking Minority Member*

U.S. House of Representatives
Select Committee on Narcotics Abuse
and Control
  Hon. Charles B. Rangel, *Chairman*
  Hon. Lawrence Coughlin, *Ranking Minority Member*

NON-INDIGENOUS SPECIES IN THE UNITED STATES

Environmental and economic risks are posed by the intentional and accidental introduction of undesirable exotic species into the United States. Policies and methods to manage intentional and accidental introductions might provide mechanisms to reduce such risks. This assessment will examine the risks and benefits posed by intentional and inadvertent introduction of exotic species into the United States, promising management methods, and the relationship between exotic and bioengineered species.

Possible Impact on Legislation Could affect legislation regarding regulation of imported timber and potential associated non-indigenous pests; non-indigenous species that threaten native ecosystems.

Project Director: Phyllis Windle
Estimated Publication Date: Winter 1993

Requested by:
U.S. House of Representatives
Committee on Merchant Marine and Fisheries
  Hon. Walter B. Jones, *Chairman*
  Hon. Robert W. Davis, *Ranking Minority Member*
Subcommittee on Fisheries and Wildlife
Conservation and the Environment
  Hon. Gerry E. Studds, *Chairman*,
Subcommittee on Water Resources
  Hon. Henry Nowak, *Chairman*,
Subcommittee on Oceanography and Great Lakes
  Hon. Hertel, *Chairman*,
Committee on Energy and Commerce
  Hon. John Dingell, *Chairman*

Endorser
  Hon. Amo Houghton, *TAB Member*

SCIENCE AND TECHNOLOGY, RENEWABLE RESOURCES AND INTERNATIONAL DEVELOPMENT

The importance of renewable natural resources (i.e., soil, water, biota) in successful development is recognized increasingly by bilateral and multilateral assistance organizations. Lesser developed countries (LDCs), more so than developed nations, are heavily dependent on appropriate management and use of the resource base to sustain rapidly growing populations and to provide development opportunities.

Over its 20-year history, OTA has examined various applications of science and technology to international development problems. These studies provide overview and analysis of efforts undertaken by numerous bilateral and multilateral organizations involved in LDC development activities. An in-depth examination of this resource could provide an easily accessed summary of OTA analyses and insight into key informational gaps that may hinder effective U.S. development assistance activities.

Possible Impacts on Legislation: Likely to be used in development of Foreign Affairs Committee agenda for use in rewriting and reauthorization of the Foreign Assistance Act. May also be used in upcoming authorization of appropriations for the Agency for International Development, multilateral development banks, and other development assistance agencies or activities; allocation of responsibilities to Sustainable Development Commission or other body established to follow up on the United Nations Conference on Environment and Development.

Project Director: Patricia Durana
Estimated Publication Date: Fall 1993

Requested by:

Senate	U.S. House of Representatives
Committee on Foreign Relations	Committee on Foreign Affairs
Hon. Claiborne Pell, *Chairman*	Hon. Dante B. Fascell, *Chairman*

MONITORING OF MANDATED VETERAN STUDIES

Studies of possible long-term health effects stemming from aspects of military service in Vietnam were mandated in 1979 (Public law 96-151) and 1981 (Public Law 97-72). Both laws require the approval of study protocols and monitoring of approved studies by PTA. The Centers for Disease Control were given responsibility for designing and carrying out these studies in 1983, and, with PTA approval, have been engaged in two studies - the Vietnam Experience study and the Selected Cancers Study - since then. CRC has stated and PTA concurred that a large- scale Agent Orange study is not feasible. PTA will continue to monitor the two ongoing studies. A recent law (Public Law 99-272) contains a mandate for a study of women Vietnam veterans, and PTA is to function similarly in regard to this study. Thus far, no protocol has been approved.

Similar responsibilities have been mandated to OTA by legislation (Public Law 98-160) related to "atomic veterans," military personnel exposed to atomic weapons testing.

Requested by: Mandated by P.L. 96-151.

Project Director: Hellen Gelband

DRUG LABELING IN DEVELOPING COUNTRIES

This study examines the adequacy of labeling information (including package inserts) provided by U.S.-based multinational pharmaceutical companies with the products they sell in four countries: Panama, Brazil, Kenya, and Thailand.

Project Director: Hellen Gelband/Bob McDonough
Estimated Publication Date: Winter 1992

Requested by:

Senate
Committee on Labor and Human Resources
Hon. Edward M. Kennedy, *Ranking Minority Member (now Chairman)*

U.S. House of Representatives
Committee on Energy and Commerce
Hon. John Dingell, *Chairman*
Subcommittee on Health and the Environment
Hon. Henry Waxman, *Chairman*

GOVERNMENT POLICIES AND PHARMACEUTICAL R&D

This project examines current trends in the costs of and returns to pharmaceutical R&D and the profitability of research-intensive pharmaceutical companies. Trends in the regulatory process, the market for new drugs, and tax policy affecting pharmaceutical R&D are also being analyzed.

Project Director: Judy Wagner
Estimated Publication Date: Spring 1993

Requested by:
U.S. House of Representatives
Committee on Energy and Commerce
Hon. John D. Dingell, *Chairman*
Subcommittee on Health and the Environment
Hon. Henry A. Waxman, *Chairman*

TECHNOLOGY, INSURANCE AND THE HEALTH CARE SYSTEM

Major issues to be addressed by this assessment include relationships among having health insurance, other factors in access and health, and health outcomes; and how a minimum benefit package for the uninsured might be fashioned from the perspectives of effectiveness and cost-effectiveness.

Project Director: Denise Dougherty
Estimated Publication Date: Spring 1993

Associated Publications

Does Health Insurance Make a Difference? (published 9/92)
Competing Approaches to Health Care Reform: Impacts on Health Care Expenditures, Government Budgets, Employment and Individual Households Jan. 1993
Health Insurance: The Hawaiian Experience Jan. 1993
Medical Testing of Applicants for Individual Health Insurance: Reliability and Validity Test April 1993
Insurance Status and Health Care Utilization: Analysis of Four Data Bases and Cost Implications of Universal Coverage Sept. 1993
Lasers in Health Care: Case Study of Information about Effectiveness in Coverage, Reimbursement, and Benefit Design Issues Jan. 1994

Requested by:

Senate
Committee on Labor and Human Resources
Hon. Edward M. Kennedy, *Chairman*

U.S. House of Representatives
Committee on Energy and Commerce
Hon. John Dingell, *Chairman*

Endorser
Hon. Charles Grassley, *TAB Member*

FEDERAL RESPONSE TO AIDS: CONGRESSIONAL ISSUES

The growing impact of AIDS on the Nation's health continues unabated, despite the optimism generated by the discovery and rapid approval of the first palliative drug against the AIDS virus and preliminary testing of possible vaccines. Preventing the spread of the AIDS virus is the primary strategy that is available, but is dependent on as yet unresolved differences on when testing for infection is appropriate and on how to alter the behavior of high-risk groups. The nation's, and even many other countries', social, economic, legal, and political systems have all been affected to some degree by the appearance of AIDS, and controversies over AIDS have begun to affect international relations and community among nations. Congress has responded with rapid increases in federal funds for scientific and medical research and for research and services in preventive education, and has begun to grapple with the difficult issues involved in financing AIDS-related health care. These diverse issues warrant a different approach from the usual OTA assessment, and this effort is oriented toward a monitoring and advisory capability within OTA to assist the increasing number of congressional committees that have AIDS on their agendas.

Project Director: Bob McDonough

Requesters: Technology Assessment Board, with encouragement from the House Appropriations Committee

DEFENSIVE MEDICINE AND THE USE OF MEDICAL TECHNOLOGY

This assessment will examine the degree to which physicians respond to the medical malpractice environment by altering their treatment strategies, and in particular their use of medical technologies. OTA will attempt to analyze defensive medicine's impact on health care delivery costs and the use of medical technology.

Project Director: Judy Wagner
Estimated Publication Date: Fall 1993

Requested by:

Senate
Committee on Labor and Human Resources
Hon. Orrin Hatch, *Ranking Minority Member*

U.S. House of Representatives
Committee on Ways and Means
Hon. Bill Archer, *Ranking Minority Member*
Committee on Appropriations
Subcommittee on Labor, Health and Human Services, Education, and Related Agencies
Hon Carl D. Pursell, *Ranking Minority Member*

Congressional Sunbelt Caucus
Hon. Michael Bilirakis, *Co-Chairman*, Infant Mortality Task Force
Hon. J. Roy Rowland, *Co-Chairman*

INTERNATIONAL DIFFERENCES IN HEALTH TECHNOLOGY, SERVICES AND ECONOMICS

This assessment will identify how differences in organization, adoption, and use of medical technologies among industrialized countries contribute to differences in costs and health outcomes, and how differences in the structure of health financing, payment, and regulation among industrialized countries contribute to the different patterns of technology use among countries.

Project Director: Hellen Gelband
Estimated Publication Date: Fall 1993

Requested by:
U.S. House of Representatives
Committee on Ways and Means
Hon. Dan Rostenkowski, *Chairman*
Subcommittee on Health
Hon. Pete Stark, *Chairman*

TUBERCULOSIS: RESEARCH, TECHNOLOGICAL AND POLICY ISSUES

This study will analyze the clinical science and epidemiology of TB as well as policy issues of particular concern to the Congress: programs and funding for TB prevention and control within Federal, State, and local health agencies; the development of new TB drugs, drug delivery systems, and vaccines; and the effectiveness of policies and programs to achieve compliance with TB treatment regimens. Particular attention will be given to the overlap between the HIV and TB epidemics.

Project Director: Michael Gluck
Estimated Publication Date: Summer 1993

Requested by
U.S. House of Representatives
Committee on Energy and Commerce
Subcommittee on Health and the Environment
Hon. Henry Waxman, *Chairman*

POLICY ISSUES IN THE PREVENTION AND TREATMENT OF OSTEOPOROSIS

This report addresses questions about Federal funding for research on osteoporosis, technologies to detect osteoporosis, methods of prevention and treatment, professional education and training, and public education about osteoporosis.

Project Director: Katie Maslow
Estimated Publication Date: Spring 1993

Requested by
Senate
Special Committee on Aging
Hon. David Pryor, *Chairman*
Hon. John Heinz, *Ranking Minority Member*
Hon. Charles E. Grassley
Hon. John Glenn
House Select Committee on Aging
Hon. Edward R. Roybal, *Chairman*

U.S. House of Representatives
Select Committee on Aging
Hon. Edward R. Roybal, *Chairman*
Subcommittee on Human Services
Hon. Thomas J. Downey, *Chairman*
Hon. Olympia J. Snowe, *Ranking Minority Member*
Hon. Benjamin A. Gilman
Hon. Brian J. Donnelly
Hon. Patricia F. Saiki

PROSPECTS FOR HEALTH TECHNOLOGY ASSESSMENT

This study will describe the array of existing techniques, their limitations and potential uses, and the questions to which they are most appropriately and profitably applied. Additionally, an evaluation of the validity of newer techniques and how further refinement of these techniques is likely to enhance their usefulness to Federal and State policymakers will be made. Finally, the study will examine how technology assessment information is disseminated to medical care practitioners and consumers, and assess its ability to affect medical practice and health care utilization.

Project Director: Elaine Power
Estimated Publication Date: Spring 1994

Requested by:
Senate
Committee on Labor and Human Resources
Hon. Edward M. Kennedy, *Chairman*
Hon. Orrin G. Hatch, *Ranking Minority Member*

Endorser
Hon. Charles Grassley

SYSTEMS AT RISK FROM CLIMATE CHANGE

Most policy decisions made in the next several years about climate change will be made in the face of great uncertainty about the nature and magnitude of potential effects on natural and engineered systems. It will be a decade or more before the General Circulation Models (GCMs) offer the kind of temporal and regional detail desirable or the results of the massive research efforts underway both here and broad are available. In this assessment, OTA will attempt a strategic look at the interplay between the natural and engineered systems potentially at risk from climate change, the timing of information needed for planning for these systems, and how well-coordinated the Federal research program is to provide such answers.

Project Director: Rosina Bierbaum
Estimated publication date: Fall 1993

Requested by:
Senate
Committee on Environment and Public Works
Hon. Quentin N. Burdick, *Chairman*
Hon. John H. Chaffee, *Ranking Minority Member*
Subcommittee on Environmental Protection
Hon. Max Baucus, *Chairman*
Committee on Commerce, Science and Transportation
Hon. Ernest F. Hollings, *Chairman*
Subcommittee on Science, Technology, and Space
Hon. Albert Gore, Jr., *Chairman*
Hon. John F. Kerry, *Vice Chairman*, National Ocean Policy Study

U.S. House of Representatives
Committee on Science, Space and Technology
Hon. George Brown, Jr., *Chairman*

MANAGING MATERIALS FROM NUCLEAR WARHEADS

The dissolution of the former Soviet Union has accelerated U.S. and international efforts to eliminate thousands of nuclear weapons over the coming years. These efforts raise important issues as to how weapon dismantlement can be accomplished so that the nuclear materials and other hazardous and toxic materials in the warheads will be managed safely and with adequate protection to human health and the environment. This assessment will examine approaches being considered or planned by the U.S. and the nations of the former Soviet Union for removing the nuclear warheads from active stockpiles and for storing, converting or disposing of the plutonium, uranium, and other components. The study will analyze the health and environmental impacts of these approaches. The study will evaluate the role of U.S. and international agencies in carrying out or overseeing the programs, and will assess policy options for future use or disposal of the nuclear materials removed from the warheads.

Project Director: Peter Johnson and Emilia Govan
Estimated publication date: Fall 1993

Requested by:
Senate
Committee on Governmental Affairs
Hon. John Glenn, *Chairman*
Hon. William V. Roth, Jr., *Ranking Minority Member*

NEW APPROACHES TO ENVIRONMENTAL REGULATION

As U.S. environmental compliance costs have risen, Congress has come under increasing pressure to move away from traditional regulatory programs to newer and more economically efficient or effective approaches. These include: market-based mechanisms (such as the marketable permit program used to control acid rain) and information programs (such as the toxic release inventory under Superfund). This assessment would evaluate how well current command-and-control regulations have worked and the appropriateness of alternative policy instruments for the wide variety of pollution problems we face today.

The theoretical advantages of alternative policy instruments have been discussed for years. The study would systematically evaluate, using a consistent set of Congressionally relevant criteria, the strengths and weaknesses of the full range of choices available: market-based approaches, information programs, technology-based standards, performance-based standards, enhanced monitoring and enforcement, etc. Unfortunately, little effort has been given to such pragmatic issues as implementation, monitoring, and enforcement. The assessment will examine new programs being tried by State and localities, such as the marketable permit program currently being tried to control ozone in Southern California. Other OECD countries have tried nontraditional approaches as well and no doubt will be a source of useful information. Special attention will be paid to how new advances in monitoring, modeling and control technology development have affected the feasibility and costs of the regulatory choices.

Project Director: Robert Friedman
Estimated publication date: Summer 1994

Requested by:
Senate
Committee on Environment and Public Works
Hon. Quentin Burdick, *then Chairman*
Hon. John H. Chafee, *Ranking Minority Member*

TECHNOLOGIES FOR ADULT LITERACY

How can technology offer new resources and create new opportunities to reach adult learners and improve productivity of learning? This study will identify ways to increase learning access in existing programs and in new ways, crossing the economic, cognitive, social, and institutional barriers that confront so many adults in need of improved literacy.

Project Director: Linda Roberts
Estimated publication date: Early 1993

Requested by:
Senate
Committee on Labor and
Human Resources
Hon. Edward M. Kennedy, *Chairman*
Hon. Orrin G. Hatch

U.S. House of Representatives
Committee on Education and Labor
Hon. Augustus F. Hawkins, *then Chairman*
Hon. William F. Goodling, *Ranking Minority Member*
Hon. William D. Ford, *Member*
Hon. Thomas C. Sawyer, *Member*

FEDERAL AVIATION RESEARCH AND TECHNOLOGY

A robust Federal Aviation Administration R&D program, aimed at an efficient, safe, and economically vigorous air system in the next century, is a must, if the United States wishes to retain its current dominance in this high technology field. Such a program also provides an essential underpinning for ensuring fast, convenient, safe, and efficient intercity travel and freight shipments. This study will examine the R&D programs at FAA and will evaluate the adequacy of long-term research efforts that look to future needs of the airspace system, the ways new technologies are developed and brought on line, and the cost-effectiveness of the ways these activities are carried out.

Project Director: Kevin Dopart
Estimated publication date: Fall 1993

Requested by:
U.S. House of Representatives
Committee on Science, Space and Technology
Hon. George Brown, *Chairman*
Hon. Robert S. Walker, *Ranking Minority Member*
Hon. Tim Valentine, *Member*
Hon. Tom Lewis, *Member*

Endorsers
Committee on Public Works and Transportation
Subcommittee on Aviation
Hon. James L. Oberstar, *Chairman*,
Hon. John D. Dingell, *TAB Member*

INTERCITY BUS ACCESS FOR INDIVIDUALS WITH DISABILITIES

Passage of the Americans With Disabilities Act, in July 1990, marked a significant change in the treatment of the approximately 7.3 million Americans with disabilities. At the time of passage, one important issue could not be satisfactorily resolved. Congress directed OTA, through the Act, to undertake a study of the access needs of individuals with disabilities to over-the-road bus service, and to determine the best methods for providing access, particularly for individuals who use wheelchairs. This study will play an integral role in the final regulations to be issued by the Department of Transportation.

Project Director: Elizabeth Robinson
Estimated publication date: Spring 1993

Requested by:
Mandated under Public Law 101-336

VOCATIONAL EDUCATION ASSESSMENT INSTRUMENTS

Vocational education is a crucial link in the school to work transition, and many students in American high schools participate in vocational education, taking one course or perhaps a whole curriculum. Congress is interested in learning whether assessment instruments can be developed and implemented to identify a student's mastery of "technical knowledge in broad technical fields."

Most tests now used in connection with vocational education placement or certification are designed to measure mastery of specific coursework, rather than to measure wider, and possibly more transferable, skills. For example, an examination might focus on mastery of a course on repair of automotive engines, without attempting to measure general mechanical skills. This background paper will help OTA inform Congress about tests now in use, tests in development, and what steps would be involved in moving the country toward well-developed and certified tests that could meet the accountability needs that Congress has identified and students seek.

Possible Impact on Legislation: Continuing revisions of the Perkins Act and numerous bills on school-to-work transition.

Project Director: Nancy Carson
Estimated publication date: Summer 1993

Requested by:
U.S. House of Representatives
Committee on Education and Labor
Hon. William D. Ford, *Chairman*

FEDERAL TELECOMMUNICATIONS FOR THE 21ST CENTURY: TRANSFORMING THE DELIVERY OF GOVERNMENT SERVICES

This study will assess the potential of telecommunication and computing technologies to enhance the productivity of Federal service delivery and improve the efficiency of government operations. It will focus on the application of telecommuting, telework, teleconferencing, and teletraining to the Federal civilian sector. The study will also examine the implications for Federal policies on telecommunications, information resources, government organization, computer networks and standards, energy/environmental management, and employee training.

Project Director: Fred Wood
Estimated publication date: Summer 1993

Requested by:
Senate
Committee on Government Affairs
Hon. John Glenn, *Chairman*

THE 1992 WORLD ADMINISTRATIVE RADIO CONFERENCE: OUTCOMES AND IMPLICATIONS

This assessment will examine the decisions agreed to at WARC-92; analyze the impacts these decisions could have on the development of domestic radio communication policies, technologies, and services; evaluate the outcomes of the conference vis-a-vis the domestic WARC preparation process; and examine possible improvements in the WARC preparation process in light of changes in the structure and timing of future world radio conferences.

Project Director: David Wye
Estimated publication date: Summer 1993

Requested by:
Senate
Committee on Commerce, Science, and Transportation
Hon. Ernest F. Hollings, *Chairman*

U.S. House of Representatives
Committee on Energy and Commerce
Hon. John D. Dingell, *Chairman*

INTERNATIONAL TELECOMMUNICATIONS NETWORKS AND U.S. COMPETITIVENESS IN INFORMATION SERVICES DELIVERY

This project will assess the delivery of services by U.S. corporations in European markets. It will include an analysis of the competitive position of U.S. telecommunication companies in Europe as well as an analysis of how communication affects the competitiveness of U.S. firms in the delivery of information-related services, e.g., banking and financial services, and data processing and computer support services. The relationship between domestic and international policy will be considered in the context of trade, finance and telecommunications.

Project Director: Vary Coates
Estimated publication date: Spring 1993

Requested by:

Senate
Committee on Finance
Hon. Lloyd Bentsen, *Chairman*
Hon. John C. Danforth, *Ranking Minority Member*

U.S. House of Representatives
Committee on Foreign Affairs
Hon. Dante B. Fascell, *Chairman*
Hon. William S. Broomfield, *Ranking Minority Member*

PRIVACY RIGHTS IN COMPUTERIZED MEDICAL INFORMATION

This assessment will examine the technology making computerization of medical information possible; identify issues arising from computerization of such information; examine the state of the law and legislation dealing with concerns about privacy in medical information and their application in a networked environment; examine model systems to protect privacy in other similar areas; and determine whether new technologies may be used to protect privacy in computerized health care information.

Possible Impact on Legislation: A variety of legislation to address health care costs has been introduced in the 102nd Congress. These bills involve computerization of health care records and use of electronic or "smart cards" to implement cost-saving measures. Among these are S. 1227 "Health America: Affordable Health Care for All Americans Act; H.R. 1300, "The Universal Health Care Act of 1991," and H.R. 3205, "The Health Insurance Coverage and Cost Containment Act of 1991." "The Medical and Health Insurance Information Reform Act of 1992," (S.2878, H.R. 5464) proposed by the Bush Administration, attempts to address the question of privacy in a networked computer system for medical information.

Project Director: Paula J. Bruening
Estimated Publication Date: Summer 1993

Requested by:

Senate
Committee on Governmental Affairs
Subcommittee on Federal Services, Post Office and Civil Service
Hon. David Pryor, *Chairman*

U.S. House of Representatives
Committee on Government Operations
Subcommittee on Government Information, Justice and Agriculture
Hon. Bob Wise, *Chairman*

THE ELECTRONIC ENTERPRISE: OPPORTUNITIES FOR AMERICAN BUSINESS AND INDUSTRY

The assessment will examine how the convergence of communications, information, and video technologies might affect business in the United States. By highlighting the consequences of the U.S. approach to technology deployment for competitiveness and economic performance, it will 1) describe the present state of communication, information, and video technologies; 2) assess the net potential value of these technologies for business and industry; 3) identify possible barriers to that potential; 4) compare what other countries do to assure the effective use of these technologies; and 5) identify what is needed if these technologies are to meet the Nation's economic and social goals.

Project Director: Linda Garcia
Estimated publication date: Winter 1993-94

Requested by:

Senate
Committee on Commerce, Science and Transportation
Hon. Ernest F. Hollings, *Chairman*

U.S. House of Representatives
Committee on Science, Space and Technology
Hon. George E. Brown, Jr., *Chairman*

16.D. Other Services to the Congress

16.D.1 Testimony

OTA receives frequent requests to testify at Congressional hearings; in fact, testimony is one of the main mechanisms for OTA to deliver information to Congress in a way that matches its specific needs and timing. The increased interest and need for OTA's work has been reflected in committee requests for testimony and briefings from OTA.

During fiscal year 1992, the Director, Assistant Directors, Program Managers, and Project Directors testified a total of 31 times. Testimony was given both before House and Senate committees and subcommittees, on such topics as high speed rail and maglev, patents and biotechnology, the market perspective for electric vehicles, environmental cleanup of DOE weapons complex and the role of telecommunication technologies in education.

Date	Committee	Subject/Person Testifying
10/2/91	Subcommittee on Government Information, Justice and Agriculture, House Committee on Government Operations	Critical Connections: Communication for the Future (Linda Garcia)
10/16/91	Subcommittee on Transportation and Hazardous Materials, House Committee on Energy and Commerce	High Speed Rail and Maglev (Kevin Dopart and Edith Page)
10/17/91	Subcommittee on Economic Stabilization, House Committee on Banking, Finance and Urban Affairs	Nation's Long-Term Energy Future (Peter Blair)
10/31/91	Subcommittee on Health and Environment, House Committee on Energy and Environment	Health Care Technology and Issues of Health Systems Reform (Roger C. Herdman)
11/20/91	Subcommittee on Intellectual Property and Judicial Administration, House Committee on the Judiciary	Patents and Biotechnology (Mike Gough)
12/16/91	Subcommittee on Environment, House Committee on Science, Space and Economy Technology	Biotechnology in a Global (Margaret McLaughlin and Kevin O'Connor)
01/23/92	House Committee on Armed Services	The Future Defense Technology and Industrial Base (Jack Nunn)
02/18/92	House Committee on Governmental Affairs	The Market Perspective for Electric Vehicles (Steve Plotkin)
02/19/92	Subcommittee on Elementary, Secondary and Vocational Education, House Committee on Education and Labor	Testing in American Schools (Michael Feuer)

Date	Committee	Subject/Person Testifying
2/26/92	Subcommittee on Department Operations, Research and Foreign Agriculture, House Committee on Agriculture	H.R. 3742, The Pesticide Safety Improvement Act of 1991; Risk Assessment Issues (Margaret McLaughlin)
02/26/92	Subcommittee on Environment, House Committee on Science, Space and Transportation	Environmental Cleanup of DOE Weapons Complex (Peter Johnson and Joan Harn)
03/4/92	Subcommittee on Technology and Competitiveness, House Committee on Science, Space and Technology	OTA's Report - *Global Standards: Building Blocks for the Future* (Linda Garcia)
03/12/92	Subcommittee on Government Information and Regulation, Senate Committee on Governmental Affairs	U.S. Manufacturing Competitiveness (Julie Gorte)
03/18/92	Subcommittee on Government Activities and Transportation, House Committee on Government Operations	Competitiveness in Large Commercial Aircraft, The Role of NASA (Julie Gorte)
03/18/92	Subcommittee on Transportation, House Committee on Appropriations	OTA's Report - *New Ways: Tiltrotor Aircraft and Magnetically Levitate Vehicles* (Edith Page)
03/31/92	Subcommittee on Environment, Energy and Natural Resources, House Committee on Government Operations	U.S. Forest Service's Timber Sale Program (Ross Gorte)
04/08/92	Subcommittee on Investigations and Oversight, House Committee on Science, Space and Technology	Projecting Science and Engineering Requirements for the 1990's - How Certain are the Numbers? (John Andelin)
04/09/92	Joint Economic Committee	Defense Conversion (Katherine Gillman and Robert Atkinson)
04/10/92	Senate Committee on Commerce, Science and Transportation	OTA's Report *After the Cold War: Living with Lower Defense Spending* (Kitty Gillman)
04/28/92	Subcommittee on Environment, Energy and Natural Resources, Subcommittee on Government Information, Justice and Agriculture, and Subcommittee on Government Activities and Transportation, House Committee on Government Operations	Federal Energy Management (Robin Roy)
05/11/92	Senate Committee on Government Affairs	Endangered Species (Allison Hess)

Date	Committee	Subject/Person Testifying
05/14/92	Subcommittee on Defense Industry and Technology, Senate Armed Services Committee	Defense Build-Down on the Nation's Industrial and Technology Base (Jack Nunn)
05/20/92	Defense Policy Panel, House Committee on Armed Services	OTA Report - *After the Cold War: Living with Lower Defense Spending* (Kitty Gillman)
05/21/92	Senate Committee on Government Affairs	Beyond the Earth Summit: Promoting Clean and Efficient Energy Technologies for the Developing World(Joy Dunkerley) and Samuel Baldwin)
06/22/92	Subcommittee on Regulation, Business Opportunities and Energy, House Committee on Small Business	Forest Service Planning: Accommodating Uses, Producing Outputs, and Sustaining Ecosystems (Ross Gorte)
07/01/92	Subcommittee on Legislation and National Security, House Committee on Government Operations	Japanese Industrial Policy: The Case of Supercomputers (Julie Gorte)
07/29/92	Subcommittee on Communications, Senate Committee on Commerce, Science and Transportation	Role of Telecommunication Technologies in Education (Linda Roberts)
09/15/92	Senate Committee on Labor and Human Resources	OTA Report - *Biology of Mental Disorders* (Laura Hall)
09/15/92	Subcommittee on Technology and Competitiveness, House Committee on Science, Space and Technology	Competitiveness in Large Commercial Aircraft (Julie Gorte)
09/18/92	Senate Committee on Foreign Relations	Summary of OTA's Findings Relating to Framework Convention on Climate Change (John H. Gibbons)
09/22/92	Senate Committee on Foreign Relations	Relevance to the Treaty on Open Skies of OTA work on Cooperative Aerial Surveillance (Tom Karas)

16.D.2.Formal Briefings

OTA regularly receives inquiries from Congressional offices and committees regarding issues that are the subject of past or current OTA work. Responses by OTA are provided both orally or in brief written communications. The following is a listing of Congressional committees and a sampling of topics.

COMMITTEES OF THE SENATE

Appropriations
Subcommittee on Transportation
o FAA Technical Center in New Jersey
o OTA's report *Federally Funded Research*

Armed Services
o Legislative initiatives to 1) ease defense conversion and 2) promote competitiveness
Finance
o Preventive Health Technologies

Governmental Affairs
o Energy Efficiency in the Federal Government

Joint Economic
o Legislation relevant to conversion of small defense firms to commercial production

Labor and Human Resources
o Oregon Medicaid Evaluation
o Adolescent Health
o Use of satellites for distance education
o Role of telecommunications policy

Energy and Natural Resources
o Improving Automobile Fuel Economy

COMMITTEES OF THE HOUSE

Agriculture
Subcommittee on Nutrition
o Food Stamp employment and training program

Appropriations
o OTA Aviation R&D study
o Interface between FAA R&D and DOD
o Independent R&D funding
o FAA management of large acquisitions

Education and Labor
Subcommittee on Elementary, Secondary and Vocational Education
o Testing in American schools

Energy and Commerce

- Oregon Medicaid Evaluation
- Improving automobile fuel economy

Subcommittee on Energy and Power

- Energy efficiency in the Federal Government

Public Works and Transportation

Subcommittee on Aviation

- OTA Aviation R&D study
- Satellite technology applications
- International safety regulations

Science, Space and Technology

- Summary and policy options of *Competing Economies* report
- OTA's background paper, *NASA's Office of Space Science and Application*
- OTA's *Complex Cleanup* report
- Technology assistance to raise environmental standards in Mexico and other Latin American Countries

Subcommittee on Science

- Community colleges: the state of information

Subcommittee on Technology and Competitiveness

- Coordination between FAA R&D and facilities and equipment (F&E) acquisition and implementation
- Use of NASA expertise
- Long-term aviation infrastructure planning

Special Committee on Aging

- Technology transfer programs at NIH of benefit to the pharmaceutical industry

INFORMAL ORGANIZATIONS OF HOUSE MEMBERS

Northeast-Midwest Congressional Coalition

- OTA reports: *After the Cold War* and *Redesigning Defense*

OFFICE OF TECHNOLOGY ASSESSMENT

Program and Financing (in thousands of dollars)

Identification code 09-0700-0-1-801	1992 actual	1993 est.	1994 est.
Program by activities:			
10.00 Total obligations	21,021	21,025	22,925
Financing:			
25.00 Unobligated balance expiring	4		
40.00 **Budget authority (appropriation)**	21,025	21,025	22,925
Relation of obligations to outlays:			
71.00 Total obligations	21,021	21,025	22,925
72.40 Obligated balance, start of year	4,034	5,037	4,230
74.40 Obligated balance, end of year	−5,037	−4,230	−4,612
77.00 Adjustments in expired accounts	−135		
90.00 Outlays	19,882	21,832	22,543

Object Classification (in thousands of dollars)

Identification code 09-0700-0-1-801	1992 actual	1993 est.	1994 est.
Personnel compensation:			
11.1 Full-time permanent	8,584	9,024	9,736
11.3 Other than full-time permanent	2,045	2,420	2,612
11.9 Total personnel compensation	10,629	11,444	12,348
12.1 Civilian personnel benefits	2,185	2,370	2,659
13.0 Benefits for former personnel	16	51	52
21.0 Travel and transportation of persons	316	368	391
22.0 Transportation of things	112	110	110
23.2 Rental payments to others	1,915	2,000	2,052
23.3 Communications, utilities, and miscellaneous charges	223	252	262
24.0 Printing and reproduction	531	541	560
25.1 Consulting services	3,065	2,701	3,262
25.2 Other services	1,307	761	792
26.0 Supplies and materials	305	245	253
31.0 Equipment	417	182	184
99.9 Total obligations	21,021	21,025	22,925

Personnel Summary

Identification code 09-0700-0-1-801	1992 actual	1993 est.	1994 est.
1001 Total compensable workyears: Full-time equivalent employment	193	210	210

Trust Funds

CONTRIBUTIONS AND DONATIONS

Unavailable Collections (in thousands of dollars)

Identification code 09-8094-0-7-801	1992 actual	1993 est.	1994 est.
01.00 Balance, start of year	20	26	28
02.01 Receipts	6	2	
07.00 Balance, end of year	26	28	28

Program and Financing (in thousands of dollars)

Identification code 09-8094-0-7-801	1992 actual	1993 est.	1994 est.
Program by activities:			
10.00 Total obligations (object class 25.2)	3	3	5
Financing:			
39.00 **Budget authority**			
	3	3	5
Budget authority:			
60.05 Appropriation (indefinite)	9	5	5
60.45 Portion precluded from obligation	−6	−2	
63.00 Appropriation (total)	3	3	5
Relation of obligations to outlays:			
71.00 Total obligations	3	3	5
90.00 Outlays	3	3	5

[Clerk's note.—The Program and Finance and Object Class tables reflect the budget justifications as submitted to the Subcommittee. Please check Appendix to the President's FY94 Budget for any changes that may be made subsequent to the January 1993 submission to the Subcommittee.]

THE CONGRESSIONAL BUDGET OFFICE

Justification of Estimates of Appropriations for Fiscal Year 1994

Schedule A

Congressional Budget Office

Summary

By Organization and By Object Class

CATEGORIES	FY 92 ACTUAL		FY 93 ESTIMATE		FY 94 ESTIMATE		NET CHANGE 93/94	
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown By Organizations:								
Office of the Director	6	705	6	662	6	690	0	28
Budget Analysis Division	74	6,490	73	6,775	73	7,184	0	409
Macroeconomic Analysis Division	22	1,806	21	1,890	21	1,899	0	9
Tax Analysis Division	17	1,856	17	1,950	17	2,029	0	79
Program Divisions (Natural Resources, Human Resources, National Security and Special Studies)	69	6,849	75	7,230	75	7,640	0	410
Central Support (Office of Intergovernmental Relations and Support)	30	4,110	28	4,035	28	4,207	0	172
Total	218	21,816	220	22,542	220	23,650	0	1,108
2. Breakdown By Object Class:								
11 Personnel Compensation		13,634		14,560		15,345		785
12 Personnel Benefits		3,622		3,745		3,995		250
13 Benefits to Former Personnel		-2		10		10		0
21 Travel		80		95		95		0
22 Transportation of Things		0		1		1		0
23 Rent, Communications and Utilities		357		359		363		4
24 Printing and Reproduction		501		535		555		20
25 Other Services		2,759		2419		2,443		24
26 Supplies and Materials		323		371		387		16
31 Equipment		537		447		456		9
32 Land and Structures		0		0		0		0
42 Insurance Claims and Indemnities		0		0		0		0
Total		21,816		22,542		23,650		1,108

Note: Columns and rows may not add due to rounding.

Schedule B

Congressional Budget Office

Analysis of Change To Budget Base

By Organization and By Object Class

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.			
CATEGORIES	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown By Organizations:												
Office of the Director		28		0		0		0		0	0	28
Budget Analysis Division		384		0		0		25		0	0	409
Macroeconomic Analysis Division		97		2		0		(90)		0	0	9
Tax Analysis Division		79		0		0		0		0	0	79
Program Divisions (Natural Resources, Human Resources, National Security and Special Studies)		345		0		0		65		0	0	410
Central Support (Office of Inter-governmental Relations and Support)		101		71		0		0		0	0	172
Total	0	1,035	0	73	0	0	0	0	0	0	0	1,108
2. Breakdown By Object Class:												
11 Personnel Compensation		785		0		0		0		0	0	785
12 Personnel Benefits		250		0		0		0		0	0	250
13 Benefits to Former Personnel		0		0		0		0		0	0	0
21 Travel		0		0		0		0		0	0	0
22 Transportation of Things		0		0		0		0		0	0	0
23 Rent, Communications and Utilities		0		4		0		0		0	0	4
24 Printing and Reproduction		0		20		0		0		0	0	20
25 Other Services		0		24		0		0		0	0	24
26 Supplies and Materials		0		16		0		0		0	0	16
31 Equipment		0		9		0		0		0	0	9
32 Land and Structures		0		0		0		0		0	0	0
42 Insurance Claims and Indemnities		0		0		0		0		0	0	0
Total		1,035		73	0	0		0		0	0	1,108

Note: Columns and rows may not add due to rounding.

Schedule C

Congressional Budget Office
Summary
Detailed Analysis of Change by Organization

	Calculation of Base		
	Staff	Amount ($000)	
Appropriation, 1993	220		22,542
Plus: Supplemental for pay	0		0
Minus: Nonrecurring costs	0		0
Budget Base, 1993	220		22,542
	1993 Request		
I. Adjustments to Base	Staff	Amount ($000)	
A. Mandatory Changes			1,035
1. Merit increases and related benefits		280	
2. FY 1994 ECI adjustment - 2.2%		289	
3. Annualization of prior year pay raises		404	
4. Benefits price increases		62	
B. Price Level Changes			73
1. Printing price increase of 3.7%		20	
2. Commercial ADP price increases of 2.6%		8	
3. Administrative contract increases of 7.7%		10	
4. Misc. services price increase of 2.2%		6	
5. Subscriptions price increase of 10%		12	
6. Books and office equip price increases		9	
7. Miscellaneous price increases		8	
C. Program Type Changes			
1. Legislation			0
2. Workload			0
a. Re-alignment of current spending for systems, data, and model development		0	
3. Equipment, Alterations, Maint., Repairs etc.			0
II. Net Increase/Decrease Requested	0		1,108
III. Total Appropriation Request, 1994	220		23,650

Note: Columns may not add due to rounding.

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C

A. MANDATORY CHANGES	Staff	Amount ($000)
1. Merit increases and related benefits Merit pay increases are budgeted at 3.1% of base salaries.		280
2. FY 1994 ECI adjustment Funding for a 2.2% ECI adjustment on January 1, 1994.		289
3. Annualization of FY 1993 pay raises The annualization of a 1993 3.2% ECI and FY 1993 merit increases.		404
4. Miscellaneous benefit cost increases Includes increases in agency costs for employee health insurance and social security.		62

B. PRICE LEVEL CHANGES	Staff	Amount ($000)
1. Printing price increases of 3.7% Printing costs are expected to increase by 3.7% according to GPO which prints all CBO publications.		20
2. Commercial ADP price increases of 2.6% ADP commercial timesharing access and usage price increases will average 2.6% based on information provided by major vendors.		8
3. Administrative contracts increase of 7.7% The price increase for administrative services provided by the Library of Congress and the NFC is projected from recent increases in these contracts.		10
4. Misc. services price increase of 2.2% Price increases in this area are projected at 2.2%, slightly below the current CBO inflation forcast.		6
5. Subscriptions price increase of 10% This price increase is based on information from major vendors.		12
6. Books and office equipment price increase This price increase for books and office machines is based on information from major vendors.		9
7. Miscellaneous price increases Includes increases for couriers, office supplies, and ADP software.		8

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C

C. PROGRAM TYPE CHANGES	Staff	Amount ($000)
1. Legislation		0
2. Workload	Staff	Amount ($000)
2a. Re-alignment of spending for systems, data, and model development These funds are used to purchase data needed to update existing models and data bases, to modify current models, and to develop models in areas not previously analyzed by CBO. Although funding is maintained at the current level, funds are being re-allocated among the divisions to reflect projected changes in spending needs.		0
3. Equipment, Alterations, Maintenance, Repairs etc.	Staff	Amount ($000)
No changes in spending for equipment or maintenance are included in this request.		0

Congressional Budget Office
Summary of Agency Request
FY 1994 Budget Request

	Calculation of Base	
	Staff	Amount
Appropriation, 1993	226	22,542,000
Supplemental for pay		0
Nonrecurring costs		0
Budget Base, 1993 (est.)	226	22,542,000
Proposed Changes for FY 1994		
Mandatory Pay and Related Costs		1,035,000
Price Level Changes		73,000
Program Type Changes		
Legislation		0
Workload		0
Equipment, Alterations, Maintenance, Repairs etc.		0
Total Proposed Changes	0	1,108,000
FY 1994 Budget Request	226	23,650,000

OVERVIEW OF CBO'S ROLE

The Congressional Budget Act of 1974 established the Congressional Budget Office (CBO) as a nonpartisan Congressional support agency. Its mandate is to be analytically precise, professional, and politically unbiased in providing the Congress with information on matters of budgetary and fiscal policy.

In addition to the work products specified in the Act, including scorekeeping, five-year cost estimates of reported bills, and five-year projections of new budget authority, outlays, and revenues, the Congressional Budget Office has three principal statutory tasks: (1) to provide information to the two Budget Committees on all matters within their jurisdiction and such further reports "as may be necessary and appropriate"; (2) to provide information to the appropriating and tax committees on request; and (3) on request of any other committees, to provide information compiled for the budget, taxing, and appropriating committees plus "to the extent practicable" additional requested information.

The Budget Enforcement Act of 1990 (Title XIII of the Omnibus Budget Reconciliation Act of 1990) (BEA) assigned CBO additional statutory tasks through 1995 when the act expires. Three times a year, CBO must report whether a sequestration of budgetary resources will be necessary to adhere to the discretionary appropriation caps, the pay-as you-go requirement for direct spending and receipts legislation, or the maximum deficit amount for a fiscal year. Also, as soon as practicable after Congress completes action on an appropriation bill or on any direct spending or receipts legislation, CBO must provide the Office of Management and Budget with a cost estimate. The Director of CBO is also responsible for alerting the Congress to a recession or downturn in the economy that might warrant a suspension of the Budget Enforcement Act's procedures. Finally, the Budget Enforcement Act directed CBO to prepare studies on the budget accounting for deposit insurance programs and on the financial risks posed by government-sponsored enterprises.

CBO'S ACCOMPLISHMENTS DURING FY 1992

Once again in FY 1992, budget issues and the health of the economy dominated the legislative agenda of the Congress. As a result, the work of the CBO figured prominently in Congressional deliberations of the issues before the nation. The agency's workload remained steady except for the task of implementing the BEA, which involved working with the Congress and the Office of Management and Budget to settle various issues and questions relating in particular to discretionary spending caps and pay-as-you-go requirements. In addition to the continuing priority given to reducing the federal deficit, major budgetary issues during the year included health care

CBO'S ACCOMPLISHMENTS DURING FY 1992 cont.

reform, the financial health of various government-backed financial institutions, the budgetary and economic impacts of reduced defense spending, and trade and competitiveness.

During the year, the Budget Analysis Division continued to support the Congress on the FY 1993 budget formulation and produced hundreds of bill cost estimates, regular scorekeeping reports, baseline budget projections, and budget estimates for budget reduction options. The division continued to assist the Congress with the implementation of the new Budget Enforcement Act and working closely with the Office of Management and Budget (OMB) to minimize differences in spending estimates.

In addition to providing the Congress with regular analyses and projections of the U.S. economy, the Macroeconomic Analysis Division published major studies in many economic areas including the economic effects of the savings and loan crisis, the economic impact of reduced defense spending, the rising costs of health care, and limiting conventional arms exports.

In addition to its revenue scorekeeping reports and revenue cost estimates, the Tax Analysis Division prepared analyses on adopting a value-added tax and corporate tax receipts since the Tax Reform Act of 1986.

The CBO's four program divisions--Natural Resources and Commerce, Human Resources and Community Development, National Security, and Special Studies--continued to assist the Congress in focusing its debate by organizing and presenting budget analyses that outlined options and alternatives. The topics of these analyses included government-backed financial institution reform, infrastructure spending, reforming and controlling health care spending, economic effects of reduced defense spending, trends in costs of military health care, the administrative costs of credit reform, and the marketing activity of the Resolution Trust Corporation.

Micro-to-mainframe capabilities continued to be developed by the automated systems staff, enabling analysts to quickly move data between their microcomputer models and mainframe data bases, thereby increasing productivity by reducing manual data handling as well as reducing timesharing costs. Also in FY 1992, CBO continued to expand its local-area-network (LAN) capability, and completed the connection of all divisions to a LAN. And, in FY 1992, the agency completed the conversion to a more efficient automated procurement and inventory system, upgraded its document production system, and revised the format of its published reports and studies.

CHANGES IN CBO'S PLANS FOR FY 1992 AND FY 1993

The CBO FY 1992 spending plan was designed to fund 220 work-years, to pay for price increases in the ADP and administrative areas, and to fund expected workload increases in ADP timesharing and printing costs.

Actual results show a significant variance from this plan in only one area. Printing costs in FY 1992 were $132,000 below the plan because a change in the format of CBO's published studies and reports reduced their length, and therefore printing costs, by about one third.

FY 1993. Since the CBO FY 1993 appropriation was frozen at the FY 1992 level, the new CBO FY 1993 spending estimate varies significantly from the original 1993 request. Pay and benefit spending for 220 workyears of permanent staff fell by $650,000. This reduction of nearly $3,000 per workyear is the cumulative two-year effect of cost reductions in three main areas: lower salary rates--in real terms-- for new employees due to labor market conditions; additional restraint on the size of merit increases for CBO staff; and less upward pressure on fringe benefit costs. CBO also moderated its across-the-board January 1993 ECI pay adjustment. Rather than the 3.7 percent increase given to most Executive Branch employees, CBO salary rates increased by 3.2 percent.

Nonpermanent staff spending has been reduced by $151,000 (38 percent) by restricting the use of interns and temporary employees. Printing costs were reduced $105,000 because of the savings realized from the new report format adopted in FY 1992. And, systems, data and model development spending was reduced by $318,000.

CBO'S GOALS FOR FY 1994

In FY 1994, the Congressional Budget Office will continue to fulfill its mandate as previously stated. In order to achieve this goal, the following objectives support this budget request:

- To maintain the quality of analysis currently being provided the Congress while absorbing a growing workload. This requires the heavy utilization of all staff in the budget and fiscal analysis areas specifically responsible for the CBO's duties under the Budget Enforcement Act;

- To increase the efficiency of all analysts with the most up-to-date computer resources available, while reducing costs by the sharing of data and equipment through networking; and

CBO'S GOALS FOR FY 1994 cont.

- To continue efforts to realize savings in administrative costs by implementing the most cost-effective data-processing and information dissemination methods available.

CBO's Products

PRODUCTS	FY1992 (actual)	FY1993 (est.)	% change 92-93	FY1994 (est.)	% change 93-94
Scorekeeping Reports	50	50	0%	50	0%
Federal Bill Cost Estimates (a)	733	750	2%	750	0%
State & Local Bill Cost Estimates(a)	614	600	-2%	600	0%
Baseline Budget Projections	2	2	0%	2	0%
Program Analysis Reports	29	30	3%	30	0%
Economic Forecast (b)	2	2	0%	2	0%
Analysis of Pres. Budget	1	1	0%	1	0%
Reducing the Deficit	1	1	0%	1	0%
Congressional Testimony	41	41	0%	41	0%
Sequestration Report	3	3	0%	3	0%

(a) Cost estimates are tracked from the start of the legislative session through November.

(b) Includes a comprehensive forecast prepared twice-yearly, plus the quarterly review required by the Balanced Budget and Emergency Deficit Control Act of 1985

CBO's Workload

Total CBO Products:

	FY1992 (actual)	FY1993 (est.)	FY1994 (est.)
Projects pending from prior years	28	25	25
Projects started during the FY	1473	1480	1480
Total projects pending during the FY	1501	1505	1505
Projects completed/terminated during the the FY	1476	1480	1480
Projects in progress at the end of the FY	25	25	25

CBO's Workload Cont.

Mandated Products with Regular Due Dates:

	FY1992 (actual)	FY1993 (est.)	FY1994 (est.)
Mandated projects in progress at the beginning of the FY	0	0	0
Projects legally mandated for the FY	1405	1408	1408
Mandated Projects started during the FY	1405	1408	1408
Mandated projects completed during the FY	1405	1408	1408
Mandated projects in progress at the end of the FY	0	0	0

Products In Response To Congressional Requests:

	FY1992 (actual)	FY1993 (est.)	FY1994 (est.)
Requested projects in progress at the beginning of the FY	28	25	25
Projects requested during the FY	68	72	72
Requested projects started during the FY	68	72	72
Requested projects completed/terminated during the FY	71	72	72
Requested projects in progress at the end of the FY	25	25	25

The above tables quantify CBO's main work products. A large number of less formal tasks, which are harder to tabulate, are also performed by CBO. In recent years, the number of formal and informal requests from Congress for CBO assistance has been growing. As a result, the number of informal responses to Congressional requests--in the form of staff memorandum, letter, or telephone response--has been growing significantly, as is the time needed to satisfy these requests.

CBO's Direct and Indirect Employment

Classification	Number of Employees			Dollars (000's)		
	FY1992	FY1993E	FY1994E	FY1992	FY1993E	FY1994E
Staff Ceiling (full-time permanent positions)	226	226	226	---	---	---
11.1 Full-Time Permanent (FTE's)	217.80	220.00	220.00	13,443	14,315	15,095
11.3 Other Than Full-Time Permanent	7.96	10.00	10.00	190	240	245
Semester interns	1.90	2.00	2.00	41	44	44
Summer interns	3.80	4.50	4.50	79	96	98
Temporary employees	2.20	3.00	3.00	64	90	93
Panel of Economic Advisors	0.02	0.20	0.20	2	4	4
Consultants	0.04	0.30	0.30	4	6	6
25.0 Other Services (Contracts for on-site personal services)*	0.98	1.31	1.20	48	115	100

* Includes employees, whose services are obtained under contract with an individual or an organization, performing on-site services (in agency workspace) for six months or more during a twelve month period.

Object Class 25.0 Service Contracts (Indirect Employement)

Type of service provided under contract	Number of Contracts			Dollars (000's)		
	1992	1993Est	1994Est.	1992	1993Est	1994Est.
ADP	41	45	45	1,796	1,767	1,775
Systems, data & model development	58	45	45	474	110	125
Administrative services	2	2	2	121	130	140
Maintenance and repair	22	25	25	88	94	98
Graphic arts	2	2	2	41	35	36
Storage and mailing	1	1	1	60	60	60
Temporary clerical	3	3	3	25	17	17
Training	64	60	60	52	50	50
Miscellaneous	32	34	34	53	42	43
TOTAL	225	217	217	2,712	2,304	2,343

Note: Columns and rows may not add due to rounding.

STAFFING AND ORGANIZATIONAL CHANGES

Fiscal Year 1992 brought changes in both the organizational structure and in the makeup of the executive staff of the Congressional Budget Office.

On December 20, 1991, the CBO director announced the creation of the Special Studies Division. The division was staffed by transferring existing units from the Budget Analysis Division and from the Office of Intergovernmental Relations and has responsibility in two major program areas. First, it covers general government, personnel, and procurement policies, the administration of justice, and the postal service. Second, the division analyzes budget concepts, governmental accounting and contingent liabilities, and financial management. Robert W. Hartman had previously been named Assistant Director for Special Studies.

On July 1, 1992, Gail Del Balzo was named General Counsel of the Congressional Budget Office.

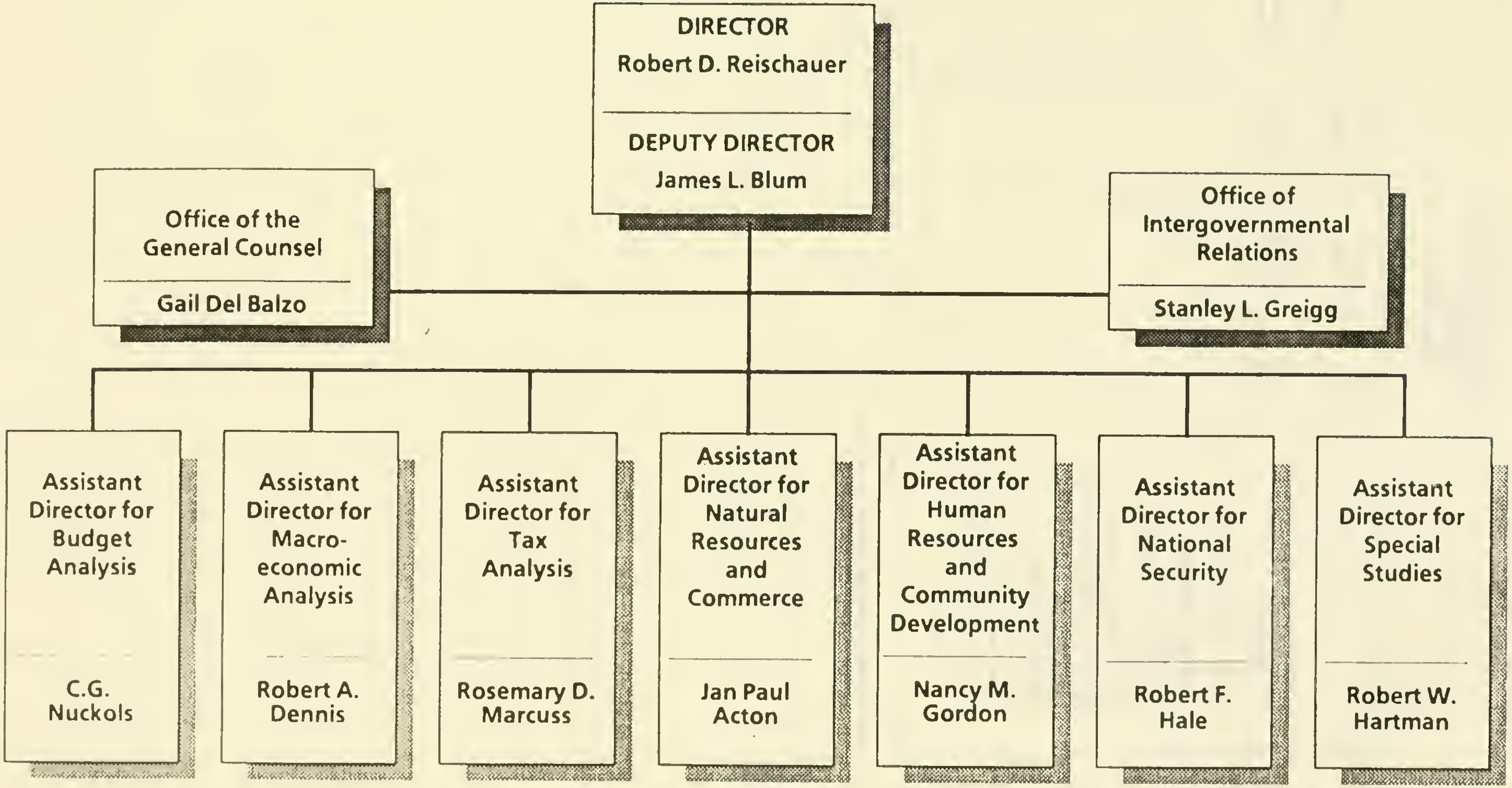
On December 20, 1991, C.G. Nuckols was named Assistant Director for Budget Analysis.

And, on September 3, 1992, Robert Dennis was named Assistant Director for Macroeconomic Analysis.

Short biographies for the new executive staff members named above can be found in the sections on the Office of the Director, the Budget Analysis Division, and the Macroeconomic Analysis Division, respectively.

The FY 1994 request contains no provision for a change in the staffing of the Congressional Budget Office.

Organization of the Congressional Budget Office


DIRECTOR
Robert D. Reischauer
DEPUTY DIRECTOR
James L. Blum
Office of the General Counsel
Gail Del Balzo
Office of Intergovernmental Relations
Stanley L. Greigg
Assistant Director for Budget Analysis
C.G. Nuckols
Assistant Director for Macro-economic Analysis
Robert A. Dennis
Assistant Director for Tax Analysis
Rosemary D. Marcuss
Assistant Director for Natural Resources and Commerce
Jan Paul Acton
Assistant Director for Human Resources and Community Development
Nancy M. Gordon
Assistant Director for National Security
Robert F. Hale
Assistant Director for Special Studies
Robert W. Hartman

Schedule A1

Congressional Budget Office
Office of the Director
Summary
By Object Class

CATEGORIES	FY 92 ACTUAL	FY 93 ESTIMATE	FY 94 ESTIMATE	NET CHANGE 93/94
	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)
Breakdown by Object Class:				
11 Personnel Compensation	550	522	543	21
12 Personnel Benefits	124	114	121	7
13 Benefits to Former Personnel	0	0	0	0
21 Travel	11	15	15	0
22 Transportation of Things	0	0	0	0
23 Rent, Communication and Utilities	0	0	0	0
24 Printing and Reproduction	0	0	0	0
25 Other Services	15	6	6	0
26 Supplies and Materials	0	1	1	0
31 Equipment	5	4	4	0
32 Land and Structures	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0
Total	705	662	690	28

Note: Columns and rows may not add due to rounding.

Schedule B1

Congressional Budget Office
Office of the Director
Analysis of Change To Budget Base
By Object Class

CATEGORIES	MANDATORY PAY AND RELATED COSTS DOLLARS ($000)	PRICE LEVEL CHANGES DOLLARS ($000)	PROGRAM TYPE CHANGES: LEGISLATION DOLLARS ($000)	PROGRAM TYPE CHANGES: WORKLOAD DOLLARS ($000)	PROGRAM TYPE CHANGES: EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC. DOLLARS ($000)	TOTAL CHANGES DOLLARS ($000)
Breakdown By Object Class:						
11 Personnel Compensation	21	0	0	0	0	21
12 Personnel Benefits	7	0	0	0	0	7
13 Benefits to Former Personnel	0	0	0	0	0	0
21 Travel	0	0	0	0	0	0
22 Transportation of Things	0	0	0	0	0	0
23 Rent, Communications and Utilities	0	0	0	0	0	0
24 Printing and Reproduction	0	0	0	0	0	0
25 Other Services	0	0	0	0	0	0
26 Supplies and Materials	0	0	0	0	0	0
31 Equipment	0	0	0	0	0	0
32 Land and Structures	0	0	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0	0	0
Total	28	0	0	0	0	28

Note: Columns and rows may not add due to

Schedule C1

Congressional Budget Office
Office of the Director
Detailed Analysis of Change by Organization

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1993	6	662
Plus: Supplemental for pay	0	0
Minus: Nonrecurring costs	0	0
Budget Base, 1993	6	662
	1993 Request	
I. Adjustments to Base	Staff	Amount ($000)
A. Mandatory Changes		28
1. Merit increases and related benefits		6
2. FY 1994 ECI adjustment - 2.2%		10
3. Annualization of prior year pay raises		10
4. Benefits price increases		2
B. Price Level Changes		0
1. Printing price increase of 3.7%		0
2. Commercial ADP price increases of 2.6%		0
3. Administrative contract increases of 7.7%		0
4. Misc. services price increase of 2.2%		0
5. Subscriptions price increase of 10%		0
6. Books and office equip price increases		0
7. Miscellaneous price increases		0
C. Program Type Changes		
1. Legislation		0
2. Workload		0
a. Re-alignment of current spending for systems, data, and model development		0
3. Equipment, Alterations, Maint., Repairs etc.		0
II. Net Increase/Decrease Requested	0	28
III. Total Appropriation Request, 1994	6	690

Note: Columns may not add due to rounding.

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR THE OFFICE OF THE DIRECTOR

A. MANDATORY CHANGES	Staff	Amount ($000)
1. Merit increases and related benefits Merit pay increases are budgeted at 3.1% of base salaries.		6
2. FY 1994 ECI adjustment Funding for a 2.2% ECI adjustment on January 1, 1994.		10
3. Annualization of FY 1993 pay raises The annualization of a 1993 3.2% ECI and FY 1993 merit increases.		10
4. Miscellaneous benefit cost increases Includes increases in agency costs for employee health insurance and social security.		2

B. PRICE LEVEL CHANGES	Staff	Amount ($000)
1. Printing price increases of 3.7% Printing costs are expected to increase by 3.7% according to GPO which prints all CBO publications.		0
2. Commercial ADP price increases of 2.6% ADP commercial timesharing access and usage price increases will average 2.6% based on information provided by major vendors.		0
3. Administrative contracts increase of 7.7% The price increase for administrative services provided by the Library of Congress and the NFC is projected from recent increases in these contracts.		0
4. Misc. services price increase of 2.2% Price increases in this area are projected at 2.2%, slightly below the current CBO inflation forcast.		0
5. Subscriptions price increase of 10% This price increase is based on information from major vendors.		0
6. Books and office equipment price increase This price increase for books and office machines is based on information from major vendors.		0
7. Miscellaneous price increases Includes increases for couriers, office supplies, and ADP software.		0

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR THE OFFICE OF THE DIRECTOR		
C. PROGRAM TYPE CHANGES	Staff	Amount ($000)
1. Legislation		0
2. Workload	Staff	Amount ($000)
2a. Re-alignment of spending for systems,data, and model development These funds are used to purchase data needed to update existing models and data bases, to modify current models, and to develop models in areas not previously analyzed by CBO. Although funding is maintained at the current level, funds are being re-allocated among the divisions to reflect projected changes in spending needs.		0
3. Equipment, Alterations, Maintenance, Repairs etc.	Staff	Amount ($000)
No changes in spending for equipment or maintenance are included in this request.		0

ROLE OF THE OFFICE OF THE DIRECTOR

The Office of the Director includes the CBO Director, Deputy Director, General Counsel, and supporting staff. The Director's Office is responsible for the overall management of the CBO and for seeing that all duties of the organization as specified by the Budget Act are performed effectively and in the manner most useful to the Congress. The Office is also responsible for advising the Congress on a wide range of topics related to the budget process.

The General Counsel performs all legal work for CBO, interpreting applicable statutes, analyzing proposed legislation, and reviewing procurement actions.

Staffing of the Office of the Director

The CBO Director is appointed for a four-year renewable term by the Speaker of the House and the President Pro Tempore of the Senate, after they have considered the recommendations of both Committees on the Budget. The Deputy Director and the General Counsel are appointed by the Director.

The special studies function and the position of Assistant Director for Special Studies, that were previously located in the Office of the Director, have been transferred to the new Special Studies Division.

On July 1, 1992, Gail Del Balzo was named General Counsel for the Congressional Budget Office. Gail Del Balzo joined CBO in 1989 as Associate General Counsel after previously serving as Assistant Parliamentarian of the United States Senate and Senior Counsel to the Senate Committee on the Budget.

The FY 1994 request contains no provision for a change in staffing of the division.

Classification	Number of Employees			Dollars (000's)		
	FY1992	FY1993E	FY1994E	FY1992	FY1993E	FY1994E
Staff Ceiling (full-time permanent positions)	7	7	7	----	----	----
11.1 Full-Time Permanent (FTE's)	6.10	6.00	6.00	544	513	534
11.3 Other Than Full-Time Permanent	0.05	0.40	0.40	6	9	9
Semester interns	0.00	0.00	0.00	0	0	0
Summer interns	0.00	0.00	0.00	0	0	0
Temporary employees	0.00	0.00	0.00	0	0	0
Panel of Economic Advisors	0.02	0.20	0.20	2	4	4
Consultants	0.03	0.20	0.20	4	5	5
25.0 Other Services (Contracts for on-site personal services)*	0.00	0.00	0.00	0	0	0

* Includes employees, whose services are obtained under contract with an individual or an organization, performing on-site services (in agency workspace) for six months or more during a twelve month period.

Note: Columns and rows may not add due to rounding.

Schedule A1

Congressional Budget Office
Budget Analysis Division
Summary
By Object Class

CATEGORIES	FY 92 ACTUAL DOLLARS ($000)	FY 93 ESTIMATE DOLLARS ($000)	FY 94 ESTIMATE DOLLARS ($000)	NET CHANGE 93/94 DOLLARS ($000)
Breakdown by Object Class:				
11 Personnel Compensation	4,479	4,737	5,032	295
12 Personnel Benefits	1,063	1,134	1,224	89
13 Benefits to Former Personnel	0	0	0	0
21 Travel	10	13	13	0
22 Transportation of Things	0	0	0	0
23 Rent, Communication and Utilities	0	0	0	0
24 Printing and Reproduction	0	0	0	0
25 Other Services	820	786	811	25
26 Supplies and Materials	7	15	15	0
31 Equipment	112	90	90	0
32 Land and Structures	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0
Total	6,490	6,775	7,184	409

Note: Columns and rows may not add due to rounding.

Schedule B1

Congressional Budget Office
Budget Analysis Division
Analysis of Change To Budget Base
By Object Class

CATEGORIES	MANDATORY PAY AND RELATED COSTS	PRICE LEVEL CHANGES	PROGRAM TYPE CHANGES			TOTAL CHANGES
			LEGISLATION	WORKLOAD	EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.	
	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)
Breakdown By Object Class:						
11 Personnel Compensation	295	0	0	0	0	295
12 Personnel Benefits	89	0	0	0	0	89
13 Benefits to Former Personnel	0	0	0	0	0	0
21 Travel	0	0	0	0	0	0
22 Transportation of Things	0	0	0	0	0	0
23 Rent, Communications and Utilities	0	0	0	0	0	0
24 Printing and Reproduction	0	0	0	0	0	0
25 Other Services	0	0	0	0	0	0
26 Supplies and Materials	0	0	0	25	0	25
31 Equipment	0	0	0	0	0	0
32 Land and Structures	0	0	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0	0	0
Total	384	0	0	25	0	409

Note: Columns and rows may not add due to rounding.

Schedule C1

Congressional Budget Office
Budget Analysis Division
Detailed Analysis of Change by Organization

	Calculation of Base		
	Staff	Amount ($000)	
Appropriation, 1993	73		6,775
Plus: Supplemental for pay	0		0
Minus: Nonrecurring costs	0		0
Budget Base, 1993	73		6,775
	1993 Request		
I. Adjustments to Base	Staff	Amount ($000)	
A. Mandatory Changes			384
1. Merit increases and related benefits		118	
2. FY 1994 ECI adjustment - 2.2%		91	
3. Annualization of prior year pay raises		156	
4. Benefits price increases		19	
B. Price Level Changes			0
1. Printing price increase of 3.7%		0	
2. Commercial ADP price increases of 2.6%		0	
3. Administrative contract increases of 7.7%		0	
4. Misc. services price increase of 2.2%		0	
5. Subscriptions price increase of 10%		0	
6. Books and office equip price increases		0	
7. Miscellaneous price increases		0	
C. Program Type Changes			
1. Legislation			0
2. Workload			25
a. Re-alignment of current spending for systems, data, and model development		25	
3. Equipment, Alterations, Maint., Repairs etc.			0
II. Net Increase/Decrease Requested	0		409
III. Total Appropriation Request, 1994	73		7,184

Note: Columns may not add due to rounding.

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR THE BUDGET ANALYSIS DIVISION

A. MANDATORY CHANGES	Staff	Amount ($000)
1. Merit increases and related benefits Merit pay increases are budgeted at 3.1% of base salaries.		118
2. FY 1994 ECI adjustment Funding for a 2.2% ECI adjustment on January 1, 1994.		91
3. Annualization of FY 1993 pay raises The annualization of a 1993 3.2% ECI and FY 1993 merit increases.		156
4. Miscellaneous benefit cost increases Includes increases in agency costs for employee health insurance and social security.		19

B. PRICE LEVEL CHANGES	Staff	Amount ($000)
1. Printing price increases of 3.7% Printing costs are expected to increase by 3.7% according to GPO which prints all CBO publications.		0
2. Commercial ADP price increases of 2.6% ADP commercial timesharing access and usage price increases will average 2.6% based on information provided by major vendors.		0
3. Administrative contracts increase of 7.7% The price increase for administrative services provided by the Library of Congress and the NFC is projected from recent increases in these contracts.		0
4. Misc. servicas price increase of 2.2% Price increases in this area are projected at 2.2%, slightly below the current CBO inflation forcast.		0
5. Subscriptions price increase of 10% This price increase is based on information from major vendors.		0
6. Books and office equipment price increase This price increase for books and office machines is based on information from major vendors.		0
7. Miscellaneous price increases Includes increases for couriers, office supplies, and ADP software.		0

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR THE BUDGET ANALYSIS DIVISION

C. PROGRAM TYPE CHANGES	Staff	Amount ($000)
1. Legislation		0
2. Workload	Staff	Amount ($000)
2a. Re-alignment of spending for systems,data, and model development These funds are used to purchase data needed to update existing models and data beses, to modify current models, and to develop models in areas not previously analyzed by CBO. Although funding is maintained at the current level, funds are being re-allocated among the divisions to reflect projected changes in spending needs.		25
3. Equipment, Alterations, Maintenance, Repairs etc.	Staff	Amount ($000)
No changes in spending for equipment or maintenance are included in this request.		0

ROLE OF THE BUDGET ANALYSIS DIVISION

The Budget Analysis Division, CBO's largest, develops and maintains CBO's spending estimates. It maintains current tabulations of Congressional spending actions (scorekeeping); prepares five-year cost estimates for bills reported by authorizing committees; prepares outlay estimates for bills providing new budget authority; develops projections of new budget authority and outlays for the coming five years; and estimates costs to state and local governments of complying with federal legislation. The Budget Analysis Division reviews the spending estimates submitted by the Administration and prepares an annual report to the Appropriations Committees on the President's Budget. The division also contributes estimates to other CBO reports such as the Annual Report and the budget reduction options report. And the division provides support to the Budget and Appropriations Committees and to other committees of the Congress in these and other forms where budget estimates are needed.

ACCOMPLISHMENTS OF THE BUDGET ANALYSIS DIVISION IN FY 1992

Most of fiscal year 1992 was devoted to supporting the work of the Congress on the FY 1993 budget. In November 1991, the division began to prepare baseline budget projections for FY 1993-1997, which were published in the CBO annual report to the Budget Committees in January 1992. A separate report on the agriculture baseline projections was published in June. The division reviewed the President's FY 1993 budget proposals during February and the results were included in CBO's analysis of the President's budget, which was published in early March. The division provided technical support to the Budget Committees in the preparation of the concurrent resolution on the budget for FY 1993, which was adopted by the Congress in May. The CBO baseline projections for FY 1993-1997 were updated during the summer and published in August.

The division prepared cost estimates and provided other technical support to the authorizing committees. Over 700 federal bill cost estimates were prepared during calendar year 1992. Substantial costing and other technical work was done for legislation in the areas of energy, foster care, higher education, mining, reclamation, rehabilitation services, unemployment compensation, veterans and water resource programs. Also, the division provided cost estimates for a large number of proposals on health care reform. The division also prepared outlay estimates for all FY 1993 appropriation bills at all stages of the legislative process, beginning with subcommittee markups and ending with conference reports. Three sequestration reports were prepared for FY 1993--a preview report in January, an update report in August, and a final report in October.

ACCOMPLISHMENTS OF THE BUDGET ANALYSIS DIVISION IN FY 1992 cont.

The division also was occupied during the 2nd Session of the 102nd Congress with various issues and questions involving the implementation of the Budget Enforcement Act, particularly the discretionary appropriation limits and the pay-as-you-go requirements for direct spending and revenue legislation. The division worked closely with the Office of Management and Budget to continue to develop common interpretations of the Budget Enforcement Act procedures and to minimize differences between the agencies' spending estimates.

The division prepared a number of statements for testimony before Congressional committees by the CBO Director during the past year, on subjects including the CBO annual report and the balanced budget amendment to the Constitution. Division staff also testified before a Congressional subcommittee during the 2nd Session of the 102nd Congress (see products of the Budget Analysis Division).

The division's computer costs continued to be reduced through a concerted effort to improve the efficiency of existing timesharing systems, and to develop microcomputer applications to perform certain tasks currently done in a timesharing environment. A new microcomputer-based local area network (LAN) environment should facilitate this ongoing migration. Specifically, the division's ADP expenses for commercial and interagency timesharing systems in FY 1992 were reduced by $109,000, or 12 percent, from the FY 1991 level and were $36,000 (5 percent) below the FY 1992 plan.

CHANGES IN PLANS FOR FY 1992 AND FY 1993 FOR THE BUDGET ANALYSIS DIVISION

In FY 1992, the division's spending for personnel costs, both pay and benefits, was $513,000 (9 percent) below the planned level due primarily to the transfer of the Budget Process Unit, with a staff of 6, to the new Special Studies Division.

The FY 1993 estimate is $663,000 (10 percent) below the request for personnel spending due to the Budget Process Unit transfer as well as the general merit pay and ECI reductions described in the agencywide section.

PRIORITIES FOR THE BUDGET ANALYSIS DIVISION DURING FY 1994

The primary objective of the Budget Analysis Division during FY 1993 and FY 1994 will be to provide technical assistance and analytical support to the Congress in its work on the FY 1994 and 1995 budgets. This will include the preparation of baseline budget projections, cost estimates for authorization and direct spending legislation, and outlay estimates for appropriation bills. It is anticipated that the demand will continue to be high for cost analyses of many different medical care reform proposals, for proposals to stimulate the economy, and for proposals to reduce the deficit. It is also anticipated that there may be new discussions between the Administration and the Congress on budget targets and procedures, which will entail the pricing out of various budget options and analysis of new budgetary procedures. The division will complete an analysis of the cost of several major health care reform proposals and a paper on federal debt and interest costs.

PRODUCTS OF THE BUDGET ANALYSIS DIVISION

Baseline budget projection reports

The Economic and Budget Outlook:Fiscal Years 1993-1997 (January 1992)
An Analysis of the President's Budgetary Proposals for Fiscal Year 1993 (March 1992)
The Outlook for Farm Commodity Program Spending, Fiscal Years 1992-1997 (June 1992)
The Economic and Budget Outlook: An Update (August 1992)

Other Reports

The Budgetary Impact of Limiting Strategic Defense Initiative Programs (January 1992)
Mandatory Spending Trends and Sources of Growth (July 1992)
Projections of National Health Expenditures (September 1992)
Final Sequestration Report for Fiscal Year 1993 (October 1992)

Congressional Testimony by Division Staff

Eileen M. Manfredi, House Subcommittee on Department Operations, Research, and Foreign Agriculture (on the budgetary impact of H.R. 4279, a bill to enhance the competitiveness of U.S. processed and high-value agricultural products in export markets and expand domestic employment opportunities) July 28, 1992

Staffing of the Budget Analysis Division

On December 20, 1991, C.G. Nuckols was named Assistant Director for Budget Analysis. C.G. Nuckols has been a CBO staff member since 1975 and is the former Deputy Assistant Director for Budget Analysis. Previously, he worked in the Office of the Secretary of Defense as Director of the Program Cost Analysis Division and as Assistant Director of the Cost Analysis Directorate.

The FY 1994 request contains no provision for a change in staffing of the division.

Classification	Number of Employees			Dollars (000's)		
	FY1992	FY1993E	FY1994E	FY1992	FY1993E	FY1994E
Staff Ceiling (full-time permanent positions)	76	76	76	----	----	----
11.1 Full-Time Permanent (FTE's)	74.00	73.00	73.00	4,447	4,702	4,995
11.3 Other Than Full-Time Permanent	1.55	1.50	1.50	32	34	36
Semester interns	0.54	0.50	0.50	11	11	11
Summer interns	0.66	0.70	0.70	14	15	16
Temporary Employees	0.35	0.30	0.30	8	8	9
Panel of Economic Advisors	0.00	0.00	0.00	0	0	0
Consultants	0.00	0.00	0.00	0	0	0
25.0 Other Services (Contracts for on-site personal services)*	0.18	0.00	0.00	8	0	0

* Includes employees, whose services are obtained under contract with an individual or an organization, performing on-site services (in agency workspace) for sis months or more during a twelve month period.

Note: Columns and rows may not add due to rounding.

Schedule A1

Congressional Budget Office
Macroeconomic Analysis Division
Summary
By Object Class

CATEGORIES	FY 92 ACTUAL DOLLARS ($000)	FY 93 ESTIMATE DOLLARS ($000)	FY 94 ESTIMATE DOLLARS ($000)	NET CHANGE 93/94 DOLLARS ($000)
Breakdown by Object Class:				
11 Personnel Compensation	1,355	1,357	1,431	74
12 Peraonnel Benefits	334	331	354	23
13 Benefits to Former Personnel	0	0	0	0
21 Travel	5	8	8	0
22 Transportation of Things	0	0	0	0
23 Rent, Communication and Utilities	0	0	0	0
24 Printing and Reproduction	0	0	0	0
25 Other Services	73	150	61	(89)
26 Supplies and Materials	25	28	29	1
31 Equipment	14	16	16	0
32 Land and Structures	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0
Total	1,806	1,890	1,899	9

Note: Columns and rows may not add due to rounding.

Schedule B1

Congressional Budget Office
Macroeconomic Analysis Division
Analysis of Change To Budget Base
By Object Class

CATEGORIES	MANDATORY PAY AND RELATED COSTS	PRICE LEVEL CHANGES	PROGRAM TYPE CHANGES			TOTAL CHANGES
			LEGISLATION	WORKLOAD	EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.	
	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)
Breakdown By Object Class:						
11 Personnel Compensation	74	0	0	0	0	74
12 Personnel Benefits	23	0	0	0	0	23
13 Benefits to Former Personnel	0	0	0	0	0	0
21 Travel	0	0	0	0	0	0
22 Transportation of Things	0	0	0	0	0	0
23 Rent, Communications and Utilities	0	0	0	0	0	0
24 Printing and Reproduction	0	0	0	0	0	0
25 Other Services	0	1	0	(90)	0	(89)
26 Supplies and Materials	0	1	0	0	0	1
31 Equipment	0	0	0	0	0	0
32 Land and Structures	0	0	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0	0	0
Total	97	2	0	(90)	0	9

Note: Columns and rows may not add due to rounding.

Schedule C1

Congressional Budget Office
Macroeconomic Analysis Division
Detailed Analysis of Change by Organization

	Calculation of Base		
	Staff	Amount ($000)	
Appropriation, 1993	21		1,890
Plus: Supplemental for pay	0		0
Minus: Nonrecurring costs	0		0
Budget Base, 1993	21		1,890
	1993 Request		
I. Adjustments to Base	Staff	Amount ($000)	
A. Mandatory Changes			97
1. Merit increases and related benefits		27	
2. FY 1994 ECI adjustment - 2.2%		26	
3. Annualization of prior year pay raises		38	
4. Benefits price increases		6	
B. Price Level Changes			2
1. Printing price increase of 3.7%		0	
2. Commercial ADP price increases of 2.6%		1	
3. Administrative contract increases of 7.7%		0	
4. Misc. services price increase of 2.2%		0	
5. Subscriptions price increase of 10%		0	
6. Books and office equip price increases		0	
7. Miscellaneous price increases		1	
C. Program Type Changes			
1. Legislation			0
2. Workload			-90
a. Re-alignment of current spending for systems, data, and model development		(90)	
3. Equipment, Alterations, Maint., Repairs etc.			0
II. Net Increase/Decrease Requested	0		9
III. Total Appropriation Request, 1994	21		1,899

Note: Columns may not add due to rounding.

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR THE MACROECONOMIC ANALYSIS DIVISION

A. MANDATORY CHANGES	Staff	Amount ($000)
1. Merit increases and related benefits Merit pay increases are budgeted at 3.1% of base salaries.		27
2. FY 1994 ECI adjustment Funding for a 2.2% ECI adjustment on January 1, 1994.		26
3. Annualization of FY 1993 pay raises The annualization of a 1993 3.2% ECI and FY 1993 merit increases.		38
4. Miscellaneous benefit cost increases Includes increases in agency costs for employee health insurance and social security.		6

B. PRICE LEVEL CHANGES	Staff	Amount ($000)
1. Printing price increases of 3.7% Printing costs are expected to increase by 3.7% according to GPO which prints all CBO publications.		0
2. Commercial ADP price increases of 2.6% ADP commercial timesharing access and usage price increases will average 2.6% based on information provided by major vendors.		1
3. Administrative contracts increase of 7.7% The price increase for administrative services provided by the Library of Congress and the NFC is projected from recent increases in these contracts.		0
4. Misc. services price increase of 2.2% Price increases in this area are projected at 2.2%, slightly below the current CBO inflation forecast.		0
5. Subscriptions price increase of 10% This price increase is based on information from major vendors.		0
6. Books and office equipment price increase This price increase for books and office machines is based on information from major vendors.		0
7. Miscellaneous price increases Includes increases for couriers, office supplies, and ADP software.		1

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR THE MACROECONOMIC ANALYSIS DIVISION

C. PROGRAM TYPE CHANGES	Staff	Amount ($000)
1. Legislation		0
2. Workload	Staff	Amount ($000)
2a. Re-alignment of spending for systems,data, and model development These funds are used to purchase data needed to update existing models and data bases, to modify current models, and to develop models in areas not previously analyzed by CBO. Although funding is maintained at the current level, funds are being re-allocated among the divisions to reflect projected changes in spending needs.		(90)
3. Equipment, Alterations, Maintenance, Repairs etc.	Staff	Amount ($000)
No changes in spending for equipment or maintenance are included in this request.		0

ROLE OF THE MACROECONOMIC ANALYSIS DIVISION

The Macroeconomic Analysis Division (formerly the Fiscal Analysis Division) analyzes the U.S. economy, prepares projections of future economic conditions, and studies how that future could be affected by different economic developments or policies. The economic projections serve both Budget Committees in developing the concurrent resolutions on the budget and the entire Congress as it considers and passes the budget. The division's analyses focus on such issues as inflation, employment, production, incomes, international economic affairs, and credit, as well as the interaction of these issues with the federal budget. Although CBO does not have its own large-scale econometric model, its forecasts are based on information from the major econometric models and other forecasting services that are available commercially, along with the advice of a distinguished panel of advisors who represent a wide spectrum of economic views.

ACCOMPLISHMENTS OF THE MACROECONOMIC ANALYSIS DIVISION IN FY 1992

In FY 1992 the Macroeconomic Analysis Division again provided regular economic forecasts and detailed analyses of the state of the economy for the House and Senate Budget Committees, as well as for other Congressional committees. Major reports that the division completed during the year (some in cooperation with other divisions) include a study of the economic effects of the Savings and Loan crisis (for the Senate Budget Committee); a study of the economic effects of reduced defense spending (for Senator Dole, no committee); a study of limits on conventional arms exports (for the Foreign Relations Committee, Senator Biden); and two studies on the rising costs of health care, one of which provided projections and the other examined the economic implications (for the House Ways and Means Committee). In addition, the division participated in the analysis and preparation of testimony on the Balanced Budget Amendment (for the House Budget Committee).

Nearing completion as the fiscal year ended were several other studies: one dealing with the Brady Plan and other policy initiatives to ameliorate the economic plight of developing countries (for the House Banking Committee); one dealing with the possible economic impact of insolvencies among insurance companies (for the House Banking Committee); and other studies.

CHANGES IN PLANS FOR FY 1992 AND FY 1993 FOR THE MACROECONOMIC ANALYSIS DIVISION

There were no significant changes in plans in FY 1992 or FY 1993 for the Macroeconomic Analysis Division.

PRIORITIES FOR THE MACROECONOMIC ANALYSIS DIVISION IN FY 1994

The Macroeconomic Analysis Division's main priority for FY 1994 is to continue to provide authoritative views of the economic outlook for the Budget Committees (in particular in ways explicitly mandated by the Balanced Budget Act) and to conduct analyses of important policy issues for those and other committees.

The division has focused more of its resources in recent years on issues in the financial markets and in international trade. Still, more progress is needed in developing models and other analytic techniques to permit problems in such areas to be analyzed in quantitative terms. The division is also focusing on ways to improve its economic forecasts, especially in the areas of interest rates, inflation rates, and in the division of Gross National Product among wages, profits, and other components of national income.

PRODUCTS OF THE MACROECONOMIC ANALYSIS DIVISION

Products of the Macroeconomic Analysis Division include a macroeconomic forecast prepared twice a year, studies of specific economic issues requested by Congressional committees, and regular economic analyses in support of the budgetary analyses prepared by other CBO divisions.

Staffing of the Macroeconomic Analysis Division

On September 3, 1992, Robert Dennis was named Assistant Director for Macroeconomic Analysis, heading what was formerly known as the Fiscal Analysis Division. Robert Dennis, an economist, has been with CBO since 1979 and previously served as Deputy Assistant Director for Macroeconomic Analysis. Before coming to CBO, he was Manager of Macroeconomic Forecasting for Economic Models Ltd., and Director of National Economic Projections for the National Planning Association.

The FT 1994 request contains no provision for a change in staffing of the division.

Classification	Number of Employees			Dollars (000's)		
	FY1992	FY1993E	FY1994E	FY1992	FY1993E	FY1994E
Staff Ceiling (full-time permanent positions)	23	23	23	----	----	----
11.1 Full-Time Permanent (FTE's)	22.30	21.00	21.00	1,337	1,331	1,405
11.3 Other Than Full-Time Permanent	0.78	1.20	1.60	18	25	25
Semester interns	0.26	0.30	0.70	6	6	6
Summer interns	0.51	0.70	0.70	12	15	15
Temporary employees	0.00	0.10	0.10	0	3	3
Panel of Economic Advisors	0.00	0.00	0.00	0	0	0
Consultants	0.01	0.10	0.10	1	1	1
25.0 Other Services (Contracts for on-site personal services)*	0.00	0.83	0.00	0	90	0

* Includes employees, whose services are obtained under contract with an individual or an organization, performing on-site services (in agency workspace) for six months or more during a twelve month period.

Note: Columns and rows may not add due to rounding.

Schedule A1

Congressional Budget Office
Tax Analysis Division
Summary
By Object Class

CATEGORIES	FY 92 ACTUAL DOLLARS ($000)	FY 93 ESTIMATE DOLLARS ($000)	FY 94 ESTIMATE DOLLARS ($000)	NET CHANGE 93/94 DOLLARS ($000)
Breakdown by Object Class:				
11 Personnel Compensation	1,169	1,238	1,297	59
12 Personnel Benefits	361	382	402	20
13 Benefits to Former Personnel	0	0	0	0
21 Travel	9	8	8	0
22 Transportation of Things	0	0	0	0
23 Rent, Communication and Utilities	0	0	0	0
24 Printing and Reproduction	0	0	0	0
25 Other Services	267	277	277	0
26 Supplies and Materials	4	4	4	0
31 Equipment	46	41	41	0
32 Land and Structures	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0
Total	1,856	1,950	2,029	79

Note: Columns and rows may not add due to rounding.

Schedule B1

Congressional Budget Office
Tax Analysis Division
Analysis of Change To Budget Base
By Object Class

CATEGORIES	MANDATORY PAY AND RELATED COSTS	PRICE LEVEL CHANGES	PROGRAM TYPE CHANGES			TOTAL CHANGES
			LEGISLATION	WORKLOAD	EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.	
	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)
Breakdown By Object Class:						
11 Personnel Compensation	59	0	0	0	0	59
12 Personnel Benefits	20	0	0	0	0	20
13 Benefits to Former Personnel	0	0	0	0	0	0
21 Travel	0	0	0	0	0	0
22 Transportation of Things	0	0	0	0	0	0
23 Rent, Communications and Utilities	0	0	0	0	0	0
24 Printing and Reproduction	0	0	0	0	0	0
25 Other Services	0	0	0	0	0	0
26 Supplies and Materials	0	0	0	0	0	0
31 Equipment	0	0	0	0	0	0
32 Land and Structures	0	0	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0	0	0
Total	79	0	0	0	0	79

Note: Columns and rows may not add due to rounding.

Schedule C1

Congressional Budget Office
Tax Analysis Division
Detailed Analysis of Change by Organization

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1993	17	1,950
Plus: Supplemental for pay	0	0
Minus: Nonrecurring costs	0	0
Budget Base, 1993	17	1,950

	1993 Request		
I. Adjustments to Base	Staff	Amount ($000)	
A. Mandatory Changes			79
1. Merit increases and related benefits		20	
2. FY 1994 ECI adjustment - 2.2%		23	
3. Annualization of prior year pay raises		30	
4. Benefits price increases		6	
B. Price Level Changes			0
1. Printing price increase of 3.7%		0	
2. Commercial ADP price increases of 2.6%		0	
3. Administrative contract increases of 7.7%		0	
4. Misc. services price increase of 2.2%		0	
5. Subscriptions price increase of 10%		0	
6. Books and office equip price increases		0	
7. Miscellaneous price increases		0	
C. Program Type Changes			
1. Legislation			0
2. Workload			0
a. Re-alignment of current spending for systems, data, and model development		0	
3. Equipment, Alterations, Maint., Repairs etc.			0
II. Net Increase/Decrease Requested	0		79
III. Total Appropriation Request, 1994	17		2,029

Note: Columns may not add due to rounding.

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR THE TAX ANALYSIS DIVISION

A. MANDATORY CHANGES	Staff	Amount ($000)
1. Merit increases and related benefits Merit pay increases are budgeted at 3.1% of base salaries.		20
2. FY 1994 ECI adjustment Funding for a 2.2% ECI adjustment on January 1, 1994.		23
3. Annualization of FY 1993 pay raises The annualization of a 1993 3.2% ECI and FY 1993 merit increases.		30
4. Miscellaneous benefit cost increases Includes increases in agency costs for employee health insurance and social security.		6
B. PRICE LEVEL CHANGES	**Staff**	**Amount ($000)**
1. Printing price increases of 3.7% Printing costs are expected to increase by 3.7% according to GPO which prints all CBO publications.		0
2. Commercial ADP price increases of 2.6% ADP commercial timesharing access and usage price increases will average 2.6% based on information provided by major vendors.		0
3. Administrative contracts increase of 7.7% The price increase for administrative services provided by the Library of Congress and the NFC is projected from recent increases in these contracts.		0
4. Misc. services price increase of 2.2% Price increases in this area are projected at 2.2%, slightly below the current CBO inflation forcast.		0
5. Subscriptions price increase of 10% This price increase is based on information from major vendors.		0
6. Books and office equipment price increase This price increase for books and office machines is based on information from major vendors.		0
7. Miscellaneous price increases Includes increases for couriers, office supplies, and ADP software.		0

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR THE TAX ANALYSIS DIVISION

C. PROGRAM TYPE CHANGES	Staff	Amount ($000)
1. Legislation		0
2. Workload	Staff	Amount ($000)
2a. Re-alignment of spending for systems,data, and model development These funds are used to purchase data needed to update existing models and data bases, to modify current models, and to develop models in areas not previously analyzed by CBO. Although funding is maintained at the current level, funds are being re-allocated among the divisions to reflect projected changes in spending needs.		0
3. Equipment, Alterations, Maintenance, Repairs etc.	Staff	Amount ($000)
No changes in spending for equipment or maintenance are included in this request.		0

ROLE OF THE TAX ANALYSIS DIVISION

The Tax Analysis Division is responsible for providing tax receipt baseline projections for CBO's five-year budget projections, estimating Congressional trade bills, studying tax expenditures, analyzing economic and taxpayer-behavioral effects of changes in tax law, and generating estimates of the distribution of federal taxes. Work underway focuses on recent changes in family income and in taxes paid, alternative taxes on consumption, the economic effects of tax-based incentives to save and invest, and, more generally, the effects of taxes on the economic activity and taxpayer behavior.

ACCOMPLISHMENTS OF THE TAX ANALYSIS DIVISION IN FY 1992

In FY 1992, the Tax Analysis Division (TAD) prepared CBO's baseline revenue estimates and responded to requests from Congressional staff with a wide range of background material on tax matters. TAD provided cost estimates of all trade-related bills with significant effects on revenues. Also, in cooperation with the Budget Analysis Division, TAD maintained the bill-by-bill Congressional scorekeeping system for all legislation reported out of committees with significant budget effects. A weekly scorekeeping report was provided to the Appropriations committees.

In response to requests by the Congress, TAD published a study, "*Effects of Adopting a Value-Added Tax*" and released a CBO paper, "*The Shortfall in Corporate Income Tax Receipts since the Tax Reform Act of 1986.*" The division prepared three staff memoranda on subjects related to the individual income tax and other memoranda and testimonies on the subjects listed above.

Work underway, to be completed in 1993, includes a study of the changing role of beneficiary-based fees in the federal budget; a study of the role of tax preferences in health care financing; a study of a possible U.S. consumed income tax; a study of recent changes in family incomes, with emphasis on employer-provided fringe benefits and in-kind government benefits; and continuing analysis of other tax policy subjects.

CHANGES IN PLANS FOR FY 1992 AND FY 1993 FOR THE TAX ANALYSIS DIVISION

There were no significant changes in plans in FY 1992 or FY 1993 for the Tax Analysis Division.

PRIORITIES FOR THE TAX ANALYSIS DIVISION DURING FY 1994

During FY 1994, the main priority of the Tax Analysis Division will be to continue to provide the five-year baseline budget projections to the Congress and, in cooperation with other divisions at CBO and the Joint Committee on Taxation, prepare the estimates and analysis requested by the Congress on tax-related issues. TAD will continue to work with the Joint Committee on Taxation and the Department of the Treasury to develop and implement new methods for estimating the effects on receipts of recently-enacted tax legislation. In addition, the division continues to prepare studies covering the full range of tax issues of current interest to the Congress, especially questions about the distribution among taxpayers of the effects of changes in tax law.

PRODUCTS OF THE TAX ANALYSIS DIVISION

See "Accomplishments of the Tax Analysis Division in FY 1992."

Staffing of the Tax Analysis Division

The FY 1994 request contains no provision for a change in staffing of the division.

Classification	Number of Employees			Dollars (000's)		
	FY1992	FY1993E	FY1994E	FY1992	FY1993E	FY1994E
Staff Ceiling (full-time permanent positions)	17	17	17	----	----	----
11.1 Full-Time Permanent (FTE's)	17.00	17.00	17.00	1,126	1,191	1,249
11.3 Other Than Full-Time Permanent	1.41	1.70	1.80	43	46	47
Semester interns	0.19	0.20	0.20	4	5	5
Summer interns	0.61	0.60	0.60	12	14	14
Temporary employees	0.61	0.90	1.00	27	27	28
Panel of Economic Advisors	0.00	0.00	0.00	0	0	0
Consultants	0.00	0.00	0.00	0	0	0
25.0 Other Services (Contracts for on-site personal services)*	0.00	0.00	0.00	0	0	0

* Includes employees, whose services are obtained under contract with an individual or an organization, performing on-site services (in agency workspace) for six months or more during a twelve month period.

Note: Columns and rows may not add due to rounding.

Schedule A1

Congressional Budget Office
Program Divisions (a)
Summary
By Object Class

CATEGORIES	FY 92 ACTUAL DOLLARS ($000)	FY 93 ESTIMATE DOLLARS ($000)	FY 94 ESTIMATE DOLLARS ($000)	NET CHANGE 93/94 DOLLARS ($000)
Breakdown by Object Class:				
11 Personnel Compensation	4,556	5,178	5,438	260
12 Personnel Benefits	1,160	1,347	1,431	85
13 Benefits to Former Personnel	0	0	0	0
21 Travel	40	41	41	0
22 Transportation of Things	0	0	0	0
23 Rent, Communication and Utilities	0	0	0	0
24 Printing and Reproduction	0	0	0	0
25 Other Services	941	562	627	65
26 Supplies and Materials	43	29	29	0
31 Equipment	110	74	74	0
32 Land and Structures	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0
Total	6,849	7,230	7,640	410

(a) Includes the Natural Resources Division, the Human Resources Division, the National Security Division, and the Special Studies Division.

Note: Columns and rows may not add due to rounding.

Schedule B1

Congressional Budget Office
Program Divisions (a)
Analysis of Change To Budget Base
By Object Class

CATEGORIES	MANDATORY PAY AND RELATED COSTS DOLLARS ($000)	PRICE LEVEL CHANGES DOLLARS ($000)	PROGRAM TYPE CHANGES			TOTAL CHANGES DOLLARS ($000)
			LEGISLATION DOLLARS ($000)	WORKLOAD DOLLARS ($000)	EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC. DOLLARS ($000)	
Breakdown By Object Class:						
11 Personnel Compensation	260	0	0	0	0	260
12 Personnel Benefits	85	0	0	0	0	85
13 Benefits to Former Personnel	0	0	0	0	0	0
21 Travel	0	0	0	0	0	0
22 Transportation of Things	0	0	0	0	0	0
23 Rent, Communications and Utilities	0	0	0	0	0	0
24 Printing and Reproduction	0	0	0	0	0	0
25 Other Services	0	0	0	65	0	65
26 Supplies and Materials	0	0	0	0	0	0
31 Equipment	0	0	0	0	0	0
32 Land and Structures	0	0	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0	0	0
Total	345	0	0	65	0	410

(a) Includes the Natural Resources Division, the Human Resources Division, the National Security Division, and the Special Studies Division.

Note: Columns and rows may not add due to rounding.

Schedule C1

Congressional Budget Office
Program Divisions (a)
Detailed Analysis of Change by Organization

	Calculation of Base		
	Staff		Amount ($000)
Appropriation, 1993	75		7,230
Plus: Supplemental for pay	0		0
Minus: Nonrecurring costs	0		0
Budget Base, 1993	75		7,230
	1993 Request		
I. Adjustments to Base	Staff		Amount ($000)
A. Mandatory Changes			345
1. Merit increases and related benefits		84	
2. FY 1994 ECI adjustment - 2.2%		107	
3. Annualization of prior year pay raises		131	
4. Benefits price increases		23	
B. Price Level Changes			0
1. Printing price increase of 3.7%		0	
2. Commercial ADP price increases of 2.6%		0	
3. Administrative contract increases of 7.7%		0	
4. Misc. services price increase of 2.2%		0	
5. Subscriptions price increase of 10%		0	
6. Books and office equip price increases		0	
7. Miscellaneous price increases		0	
C. Program Type Changes			
1. Legislation			0
2. Workload			65
a. Re-alignment of current spending for systems, data, and model development		65	
3. Equipment, Alterations, Maint., Repairs etc.			0
II. Net Increase/Decrease Requested	0		410
III. Total Appropriation Request, 1994	75		7,640

(a) Includes Natural Resources, Human Resources, National Security and Special Studies.

Note: Columns and rows may not add due to rounding.

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR THE PROGRAM DIVISIONS

A. MANDATORY CHANGES	Staff	Amount ($000)
1. Merit increases and related benefits Merit pay increases are budgeted at 3.1% of base salaries.		84
2. FY 1994 ECI adjustment Funding for a 2.2% ECI adjustment on January 1, 1994.		107
3. Annualization of FY 1993 pay raises The annualization of a 1993 3.2% ECI and FY 1993 merit increases.		131
4. Miscellaneous benefit cost increases Includes increases in agency costs for employee health insurance and social security.		23
B. PRICE LEVEL CHANGES	**Staff**	**Amount ($000)**
1. Printing price increases of 3.7% Printing costs are expected to increase by 3.7% according to GPO which prints all CBO publications.		0
2. Commercial ADP price increases of 2.6% ADP commercial timesharing access and usage price increases will average 2.6% based on information provided by major vendors.		0
3. Administrative contracts increase of 7.7% The price increase for administrative services provided by the Library of Congress and the NFC is projected from recent increases in these contracts.		0
4. Misc. services price increase of 2.2% Price increases in this area are projected at 2.2%, slightly below the current CBO inflation forcast.		0
5. Subscriptions price increase of 10% This price increase is based on information from major vendors.		0
6. Books and office equipment price increase This price increase for books and office machines is based on information from major vendors.		0
7. Miscellaneous price increases Includes increases for couriers, office supplies, and ADP software.		0

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR THE PROGRAM DIVISIONS

C. PROGRAM TYPE CHANGES	Staff	Amount ($000)
1. Legislation		0
2. Workload	**Staff**	**Amount ($000)**
2a. Re-alignment of spending for systems,data, and model development These funds are used to purchase data needed to update existing models and data bases, to modify current models, and to develop models in areas not previously analyzed by CBO. Although funding is maintained at the current level, funds are being re-allocated among the divisions to reflect projected changes in spending needs.		65
3. Equipment, Alterations, Maintenance, Repairs etc.	**Staff**	**Amount ($000)**
No changes in spending for equipment or maintenance are included in this request.		0

ROLE OF THE PROGRAM DIVISIONS

CBO's four program divisions--Natural Resources and Commerce, Human Resources and Community Development, National Security, and the Special Studies Division--respond to requests from almost every committee of Congress for analyses of issues and options that allow the Congress to forecast the consequences of legislation before it is enacted. These responses are in the form of formal and informal estimates of costs and programming impacts, short-term policy analyses of specific provisions of proposed legislation, testimony at Congressional hearings, and longer-term analyses of broad issue areas which may result in published papers.

In addition, all of these divisions provide information and analyses essential to the preparation of budgetary and bill cost estimates prepared by the Budget Analysis, Fiscal Analysis, and Tax Analysis divisions, as well as writing many of the sections of CBO's annual report on options for reducing the deficit.

Natural Resources and Commerce Division: This division serves the Congress on issues of agriculture, energy, the environment, financial institutions, industry and trade, public works infrastructure, and research development and technology.

Human Resources and Community Development Division: This division provides analysis of programmatic and budgetary issues in the areas of health, income security, Social Security, education, employment and training, social services, housing, and community development.

National Security Division: This division's analyses examine issues and legislation concerning military manpower, strategic forces, general purpose forces, and other programs related to national defense.

Special Studies Division: The Special Studies Division, organized in December 1991, is CBO's most recent addition. Its purview includes issues related to general government, personnel and procurement policies, the administration of justice, the postal service, budget process, concepts and accounting, financial management, and contingent liabilities. (The new division merges units previously located in the Office of Intergovernmental Relations and the Budget Analysis Division.)

ACCOMPLISHMENTS OF THE PROGRAM DIVISIONS IN FY 1992

The Accomplishments of the Program divisions include the following:

ACCOMPLISHMENTS OF THE PROGRAM DIVISIONS IN FY 1992 cont.

Natural Resources and Commerce Division:

During FY 1992 this division provided information in a number of program areas to the cognizant committees. The form which this information took depended on the needs of the individual committees. In addition, this division coordinates with and provides input to other CBO divisions in their support of Congress.

- Agriculture: Published a study on the outlook for federal spending for farm commodity programs (prepared cooperatively with the Budget Analysis Division); supported the Budget Analysis Division in analyzing policy options raised during debate on agricultural legislation; prepared options for reducing the deficit by cutting spending for agricultural programs.

- Financial Institutions: Several ongoing studies within the division deal with problems of the banks, savings and loan institutions, and their respective deposit insurance funds. This division was active in analyzing policy options raised during the debate of the 1992 bank reform bills as well as the legislation to fund continued operation of all insurance funds. Staff prepared three major testimonies for Senate and House Committees on the operation of bank and thrift regulators and resolution bodies, as well as the condition of their respective insurance funds; staff provided analysis on the effects of increased insurance premiums on the banking industry; provided analyses on the added costs caused by delay (forbearance) in closing insolvent savings and loan institutions; assisted in the preparation of testimony and budget baseline estimates on the status of the savings and loan bailout and the deposit insurance fund for banks. Ongoing analytic work and staff memoranda focus on the size of the problem, the pace of resolution, and evaluation of various policy options.

- Energy and Environment: Issued a study analyzing federal options for reducing municipal solid waste; presented testimonies on Superfund activities and on Superfund financing and trust fund issue; provided information on general effects of alternative energy taxes; briefed several committee staffs on Superfund waste remediation programs; briefed staffs on issues for hard rock mining policy; prepared several staff memoranda on fee and rebate policies for solid waste reduction; reviewed studies for committee staffs on the effects of mining law changes. Ongoing going work includes assessing options for enforcing hazardous waste cleanup under the Superfund program, projecting 10-year costs of the Superfund program, analyzing the Department of Energy's cleanup program for nuclear weapons production facilities, and incorporating natural resource depletion and environmental quality changes into measures of national income.

- Public Investment: Published one study on trends in domestic infrastructure spending. A second study was published on the financing of public transportation facilities in air, highways, and waterways. Testified on infrastructure investment policies and on their effect on the highway trust fund. Work in progress compares U.S. and other country investments in infrastructure.

- Research and Development and Science Policy: Examined federal investments in large compared with small nondefense R&D projects; published staff memorandum. Examined issues related to targeting R&D budgets and other forms of support to emerging high-technology industries. Ongoing work examines the high performance computing and communications initiative.

- Space: Provided staff analysis on space policy alternatives and their budgetary impact. Begun study reviewing alternative budgets for NASA.

- Trade and Competitiveness: published a major study on the effects of quotas on textiles and apparel; published a study on the effects of auctioning radio spectrum licenses. Prepared background and briefing material to Congressional Caucus on competitiveness issues. Began studies on the effects of the proposed North American Free Trade Agreement.

Human Resources and Community Development Division:

Major accomplishments in this division in FY 1992 included:

- Formal products on the growth in the number of families receiving payments from the Aid to Families with Dependent Children (AFDC) program, the effects of Social Security's provision for a government pension offset and of options for changing the provision, the use of grants and loans to help finance undergraduate education, undergraduate enrollment and completion among minority students, the recent experience of the Stafford Loan program, the effects of proposed modifications in the Pell Grant Program, implications of the prepayment provisions in the Cranston-Gonzalez housing act, the impact of Medicare's payment system on rural hospitals, the cost of providing universal health insurance coverage under a system using Medicare's payment rates, factors contributing to the growth of Medicaid, the effects of managed care on use and costs of health services, and the potential of expenditure limits to control health spending.

o Preparation of testimony on the recent upsurge in the AFDC caseloads, the treatment of women under the Social Security system, the optional use of Medicare's payment rates by private payers, the President's Comprehensive Health Reform Plan, and alternative approaches to insurance reform and cost containment.

o Extensive informal assistance to Congressional committee staff and to the Budget Analysis Division of CBO in the following areas: the costs and other effects of child support assurance proposals, the duration of unemployment insurance benefits, the Pell Grant program, federal housing assistance programs, Medicare's methodology for paying Health Maintenance Organizations, the President's Comprehensive Health Plan, and alternative approaches to health reform.

National Security Division:

In FY 1992, the National Security Division provided information on defense budget issues to various Congressional committees and subcommittees. Some of the division's work involved informal assistance. For example, members of the division assisted in assessing proposals to provide early retirement benefits for military personnel.

During the year, the division also completed 19 formal products. Four of these products took the form of testimonies before several committees and subcommittees. The formal products included analyses of the:

o implications of additional reductions in defense spending;

o economic effects of reducing defense spending;

o capability and affordability of U.S. tactical air forces;

- costs of alternative approaches to deploying strategic defenses;
- costs and effects of alternative nuclear force reductions including those in the START treaty;
- trends in costs of military health care;
- effects of limiting conventional arms exports to the Middle East; and
- costs and effects of increased reliance on part-time reserve personnel.

Special Studies Division:

Major accomplishments in this division in FY 1992 included:

- Published reports and papers on the administrative costs of credit reform, on the economic and social costs of drug addiction, on the marketing activity of the Resolution Trust Corporation, on expiring authorizations and unauthorized appropriations, and on a variety of budget reduction options;
- Prepared testimony on contingent federal liabilities for deposit and pension-termination insurance, balanced budget amendments, and the line item veto;
- Briefed staff and prepared data for Congressional committees on the financial activities of government-sponsored enterprises that channel funds to lenders who make home mortgage loans, on proposals to recapture interest and other costs related to OBRA requirements that apply to the U.S. Postal Service, on the administration of justice and the ABA survey of lawyers' pro bono services, on the background and status of recently enacted federal pay reform that includes locality based raises, on the scope and costs of federal layoffs, on spending trends for federal travel and contractual services, on difficulties in estimating government overhead, on capital budgeting, and on distribution of federal personnel and payroll by pay system, agency and branch of government;
- Constructed models and data bases for analysis of governmental activity financed through federal trust funds, of trends in use of

ACCOMPLISHMENTS OF THE PROGRAM DIVISIONS IN FY 1992 cont.

illegal drugs, and of the costs of early retirement and other expenses that arise when downsizing the federal work force;

- Provided other support covering a wide range of general government and budget process activities that included select backup to the Federal Accounting Standards Advisory Board and the Government Services Task Force, as well as briefings on the U.S. budget process for representatives of other countries, including those in Eastern Europe.

CHANGES IN PLANS FOR FY 1992 AND FY 1993 IN THE PROGRAM DIVISIONS

There were no significant changes in plans in FY 1992 or FY 1993 in the Program Divisions.

PRIORITIES FOR THE PROGRAM DIVISIONS DURING FY 1994

Priorities for the Program divisions for FY 1993 include:

Natural Resources and Commerce Division:

In FY 1994 the division anticipates providing important analytical services to the Congress in several areas, including agriculture, energy policy, environmental programs, financial regulation, international trade, science policy, and public investment and infrastructure. World and national events are likely to continue to focus the attention of Congress on these areas, but the exact nature of legislative activity cannot be pinned down so far in advance. For example, in agriculture the agenda depends strongly on the success of current negotiations on a GATT agreement to liberalize agricultural trade as well as the development of language to implement the proposed North American Free Trade Agreement (NAFTA). If the negotiations are successful, potential studies would examine the effects on U.S. agriculture and farm program spending of implementing such an agreement; otherwise, potential studies would focus on the effects of the international trade environment that will emerge if the negotiations fail. Energy issues may focus on the interaction of energy and environmental goals, including a desire to reflect congestion and environmental externalities in energy prices. In addition, ongoing instability in the Middle East and restructuring in the former Soviet Union create supply uncertainties. These separate developments are likely to focus attention on energy pricing policies, conservation policies, strategic petroleum reserve policy, and support for alternative energy sources. Other environmental issues are

PRIORITIES FOR THE PROGRAM DIVISIONS DURING FY 1994 cont.

likely to continue to develop in the areas of solid waste disposal and remediation, cleanup of hazardous waste sites, and the impact on water quality from pesticide and other agriculture practices, and efforts to reflect environmental impacts and resource depletion in National Income and Product Accounts. The evolution of the structure of the U.S. financial industry, and changes in the federal regulatory system and deposit insurance funds will provide a challenging agenda for the division, as will potential problems with the insurance industry. Trade issues associated with competitiveness concerns and changes in the world economic system that may accompany the economic unification of Europe, the democratization of Eastern Europe, the North American Free Trade Agreement, and the GATT are expected to command Congressional attention. Science policy and public investment can play an important role in economic growth, and questions of how to allocate resources most effectively in these areas may assume heightened importance as the budget agreement forces hard choices among domestic appropriated programs. User fees to public infrastructure, public resources, and energy and greenhouse gases are likely to be considered both for their revenue effects and for their effects on externality-producing activities.

The division will continue to support the other divisions of CBO by providing models of federal enterprises, assisting in cost and revenue estimates, forecasting oil and agricultural commodity prices, and tracking the status, contingent liabilities and likely costs of deposit insurance funds.

Human Resources and Community Development Division:

During FY 1994, the division will continue to provide several types of analytic support to Congressional committees on issues of immediate legislative concern. Areas in which the division expects to be active include: reemployment assistance for workers who lose their jobs; revisions in the nation's welfare system, such as limiting the duration of benefits or guaranteeing child support; federal support of education; budgetary priorities related to federal housing assistance; access to health insurance and containment of health care costs; the magnitude of cost-shifting by hospitals in response to Medicare's payment policies; and subsidies provided under Medicare and the Social Security program.

National Security Division:

The division expects no change in its basic mission: supplying high-quality, timely information on defense budget issues at the request of Congressional committees of jurisdiction. Requests are likely regarding the economic effects

PRIORITIES FOR THE PROGRAM DIVISIONS DURING FY 1994 cont.

of reduced defense spending as well as the efficacy of federal programs designed to assist in converting from military to nonmilitary activities. The breakup of the former Soviet Union, coupled with continued downward pressure on federal spending, makes it likely that the division will also continue to analyze approaches that hold down defense spending. Specific requests might focus on the cost of alternative approaches to modernizing tactical aircraft units, potential savings from reducing nuclear forces, the feasible pace of reductions in military personnel, methods to reduce support costs (such as those for military family housing), and the least costly ways to maintain the defense industrial base.

Special Studies Division:

Through FY 1993, the Special Studies Division will continue to provide a wide spectrum of analytic support to the Congress on issues relating to federal personnel and other general government activities, the administration of justice, federal credit and banking reforms, and proposals to change the budget process. Specific studies will be released on the scope and costs of federal layoffs, on organizational performance measures and their value to federal budgeting, on the advantages and disadvantages of alternative approaches to capital budgeting, and on reforms of the Pension Benefit Guarantee Corporation's organization, premium rates, and insurance coverage.

Work will also address issues concerning the level and mix of resources for the war on drugs, budgeting for federal pensions, estimates and evaluation of government overhead, proposed reforms in the budget process, and possibly proposals for Congressional oversight of regulatory budget that attempts to allocate the economic costs of federal rule-making to achieve national goals.

Finally, the Division will take the CBO lead in preparing a joint report--from the Director, the Secretary of the Treasury and the Chairman of the Securities and Exchange Commission--on barriers to the development of a secondary market for loans to small business. The report is required by the Small Business Credit and Business Opportunity Enhancement Act of 1992.

PRODUCTS OF THE PROGRAM DIVISIONS

See section on "Accomplishments of the Program Divisions in FY 1992".

Staffing of the Program Divisions

On December 20, 1991, a new division for special studies was created. The Special Studies Division was staffed by transferring existing units from the Office of Intergovernmental Relations and the Budget Analysis Division, and has responsibility for two major program areas. First, it covers general government, personnel, procurement, the administration of justice, and the postal service. Second, the division analyzes budget concepts, governmental accounting and contingent liabilities, and financial management. Robert W. Hartman, who had previously been named Assistant Director for Special Studies, transferred from the Office of the Director to head this division.

The FY 1994 request contains no provision for a change in staffing of the program divisions.

Classification	Number of Employees			Dollars (000's)		
	FY1992	FY1993E	FY1994E	FY1992	FY1993E	FY1994E
Staff Ceiling (full-time permanent positions)	77	77	77	----	----	----
11.1 Full-Time Permanent (FTE's)	68.70	75.00	75.00	4,480	5,068	5,326
11.3 Other Than Full-Time Permanent	3.44	4.60	4.60	76	109	111
Semester interns	0.91	1.00	1.00	20	22	22
Summer interns	1.59	2.20	2.20	32	43	44
Temporary employees	0.94	1.40	1.40	23	44	45
Panel of Economic Advisors	0.00	0.00	0.00	0	0	0
Consultants	0.00	0.00	0.00	0	0	0
25.0 Other Services (Contracts for on-site personal services)*	0.31	0.00	0.72	14	0	75

* Includes employees, whose services are obtained under contract with an individual or an organization, performing on-site services (in agency workspace) for six months or more during a twelve month period.

Note: Columns and rows may not add due to rounding.

Schedule A1

Congressional Budget Office
Central Support (a)
Summary
By Object Class

CATEGORIES	FY 92 ACTUAL DOLLARS ($000)	FY 93 ESTIMATE DOLLARS ($000)	FY 94 ESTIMATE DOLLARS ($000)	NET CHANGE 93/94 DOLLARS ($000)
Breakdown by Object Class:				
11 Personnel Compensation	1,525	1,528	1,604	76
12 Personnel Benefits	580	438	463	25
13 Benefits to Former Personnel	2	10	10	0
21 Travel	5	10	10	0
22 Transportation of Things	0	1	1	0
23 Rent, Communication and Utilities	357	359	363	4
24 Printing and Reproduction	501	535	555	20
25 Other Services	645	638	661	23
26 Supplies and Materials	245	294	309	15
31 Equipment	251	222	231	9
32 Land and Structures	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0
Total	4,110	4,035	4,207	172

(a) Includes the Office of Intergovernmental Relations and Support.

Note: Columns and rows may not add due to rounding.

Schedule B1

Congressional Budget Office
Central Support (a)
Analysis of Change To Budget Base
By Object Class

CATEGORIES	MANDATORY PAY AND RELATED COSTS DOLLARS ($000)	PRICE LEVEL CHANGES DOLLARS ($000)	PROGRAM TYPE CHANGES: LEGISLATION DOLLARS ($000)	PROGRAM TYPE CHANGES: WORKLOAD DOLLARS ($000)	PROGRAM TYPE CHANGES: EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC. DOLLARS ($000)	TOTAL CHANGES DOLLARS ($000)
Breakdown By Object Class:						
11 Personnel Compensation	76	0	0	0	0	76
12 Personnel Benefits	25	0	0	0	0	25
13 Benefits to Former Personnel	0	0	0	0	0	0
21 Travel	0	0	0	0	0	0
22 Transportation of Things	0	0	0	0	0	0
23 Rent, Communications and Utilities	0	4	0	0	0	4
24 Printing and Reproduction	0	20	0	0	0	20
25 Other Services	0	23	0	0	0	23
26 Supplies and Materials	0	15	0	0	0	15
31 Equipment	0	9	0	0	0	9
32 Land and Structures	0	0	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0	0	0
Total	101	71	0	0	0	172

(a) Includes the Office of Intergovernmental Relations and Support

Note: Columns and rows may not add due to rounding.

Schedule C1

Congressional Budget Office
Central Support (a)
Detailed Analysis of Change by Organization

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1993	28	4,035
Plus: Supplemental for pay	0	0
Minus: Nonrecurring costs	0	0
Budget Base, 1993	28	4,035

	1993 Request		
I. Adjustments to Base	Staff	Amount ($000)	
A. Mandatory Changes			101
1. Merit increases and related benefits		25	
2. FY 1994 ECI adjustment - 2.2%		31	
3. Annualization of prior year pay raises		39	
4. Benefits price increases		7	
B. Price Level Changes			71
1. Printing price increase of 3.7%		20	
2. Commercial ADP price increases of 2.6%		7	
3. Administrative contract increases of 7.7%		10	
4. Misc. services price increase of 2.2%		6	
5. Subscriptions price increase of 10%		12	
6. Books and office equip price increases		9	
7. Miscellaneous price increases		7	
C. Program Type Changes			
1. Legislation			0
2. Workload			0
a. Re-alignment of current spending for systems, data, and model development		0	
3. Equipment, Alterations, Maint., Repairs etc.			0
II. Net Increase/Decrease Requested	0		172
III. Total Appropriation Request, 1994	28		4,207

(a) Includes the Office of Intergovernmental Relations and Support

Note: Columns may not add due to rounding.

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR CENTRAL SUPPORT		
A. MANDATORY CHANGES	Staff	Amount ($000)
1. Merit increases and related benefits Merit pay increases are budgeted at 3.1% of base salaries.		25
2. FY 1994 ECI adjustment Funding for a 2.2% ECI adjustment on January 1, 1994.		31
3. Annualization of FY 1993 pay raises The annualization of a 1993 3.2% ECI and FY 1993 merit increases.		39
4. Miscellaneous benefit cost increases Includes increases in agency costs for employee health insurance and social security.		7
B. PRICE LEVEL CHANGES	Staff	Amount ($000)
1. Printing price increases of 3.7% Printing costs are expected to increase by 3.7% according to GPO which prints all CBO publications.		20
2. Commercial ADP price increases of 2.6% ADP commercial timesharing access and usage price increases will average 2.6% based on information provided by major vendors.		7
3. Administrative contracts increase of 7.7% The price increase for administrative services provided by the Library of Congress and the NFC is projected from recent increases in these contracts.		10
4. Misc. services price increase of 2.2% Price increases in this area are projected at 2.2%, slightly below the current CBO inflation forcest.		6
5. Subscriptions price increase of 10% This price increase is based on information from major vendors.		12
6. Books and office equipment price increase This price increase for books and office machines is based on information from major vendors.		9
7. Miscellaneous price increases Includes increases for couriers, office supplies, and ADP software.		7

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR CENTRAL SUPPORT		
C. PROGRAM TYPE CHANGES	Staff	Amount ($000)
1. Legislation		0
2. Workload	Staff	Amount ($000)
2a. Re-alignment of spending for systems,data, and model development These funds are used to purchase data needed to update existing models and data bases, to modify current models, and to develop models in areas not previously analyzed by CBO. Although funding is maintained at the current level, funds are being re-allocated among the divisions to reflect projected changes in spending needs.		0
3. Equipment, Alterations, Maintenance, Repairs etc.	Staff	Amount ($000)
No changes in spending for equipment or maintenance are included in this request.		0

ROLE OF CENTRAL SUPPORT

The CBO support function is centered in the Office of Intergovernmental Relations (OIGR). This office handles communications with the Congress, state and local governments, nongovernmental organizations, the news media and the public. OIGR is also responsible for all aspects of the publication and distribution of CBO's reports and studies.

In addition, OIGR provides all central administrative support services for CBO, including personnel, financial management, ADP, contracting and procurement, library services, facilities management, and coordination with other Congressional support agencies.

Staffing of Central Support

The FY 1994 request contains no provision for a change in staffing of the division.

Classification	Number of Employees FY1992	Number of Employees FY1993E	Number of Employees FY1994E	Dollars (000's) FY1992	Dollars (000's) FY1993E	Dollars (000's) FY1994E
Staff Ceiling (full-time permanent positions)	26	26	26	----	----	----
11.1 Full-Time Permanent (FTE's)	29.50	28.00	28.00	1,509	1,510	1,586
11.3 Other Than Full-Time Permanent	0.75	0.60	0.50	16	17	17
Semester interns	0.00	0.00	0.00	0	0	0
Summer interns	0.46	0.30	0.30	9	9	9
Temporary employees	0.29	0.30	0.20	6	8	8
Panel of Economic Advisors	0.00	0.00	0.00	0	0	0
Consultants	0.00	0.00	0.00	0	0	0
25.0 Other Services (Contracts for on-site personal services)*	0.48	0.48	0.48	25	25	25

* Includes employees, whose services are obtained under contract with an individual or an organization, performing on-site services (in agency workspace) for six months or more during a twelve month period.

Note: Columns and rows may not add due to rounding.

Congressional Budget Office
Ten Year Quantitative Data
(not adjusted for inflation)

ITEM	1985	1986	1987	1988	1989	1990	1991	1992	1993E	1994E
11.1 FULL-TIME PERM. POSITIONS	8592	8905	9424	9800	10614	11536	12363	13443	14315	15095
11.3 OTHER THAN FULL-TIME PERM.	159	137	110	101	93	94	164	190	240	245
11.5 OTHER PERSONNEL COMP.	0	0	0	0	0	0	0	1	5	5
TOTAL PERSONNEL COMP.	8751	9042	9534	9901	10707	11631	12527	13634	14560	15345
12.1 PERSONNEL BENEFITS	1004	1016	1546	2173	2503	2829	3088	3622	3745	3995
13.0 BENEFITS FOR FORMER PERS.	5	5	49	1	0	5	10	2	10	10
21.0 TRAVEL AND TRAN. OF PERSONS	59	52	60	61	61	68	65	80	95	95
22.0 TRANS. OF THINGS	0	0	0	0	0	0	1	0	1	1
23.0 COMMUN., UTILITIES & RENT	493	363	334	365	365	364	311	357	359	363
24.0 PRINTING AND REPRODUCTION	314	341	287	527	291	650	427	501	535	555
25.0 OTHER SERVICES	4516	4049	4075	3391	2853	2715	2597	2759	2419	2443
26.0 SUPPLIES AND MATERIALS	346	226	260	354	294	324	332	323	371	387
31.0 EQUIPMENT	920	421	506	553	488	564	526	537	447	456
32.0 LAND & STRUCTURES	0	0	0	0	0	0	0	0	0	0
41.0 GRANTS, SUBSIDIES & CONTRIB.	0	0	0	0	0	0	0	0	0	0
42.0 INSURANCE CLAIMS & INDEM.	0	0	0	0	0	0	0	0	0	0
TOTAL OBLIGATIONS	16408	15515	16651	17325	17562	19150	19883	21816	22542	23650
NUMBER OF PRODUCTS	1189	1379	1253	1568	1556	1724	1183	1476	1480	1480
FTE's/FULL-TIME PERM. POSITIONS	211	212	215	211	213	216	214	218	220	220
OPERATING FULL-TIME PERMANENTS	184	185	190	181	183	183	182	185	188	188
SUPPORT FULL-TIME PERMANENTS	27	27	25	30	30	33	32	33	32	32
PRODUCTS PER FULL-TIME PERMANENTS	6	7	6	7	7	8	6	7	7	7

Note: Columns and rows may not add due to rounding.

CONGRESSIONAL BUDGET OFFICE
OBJECT CLASS SUMMARY AND EXPLANATION
FISCAL YEAR 1994

11.1 Full-time Permanent Positions ($15,095,000) -

Regular salaries and wages paid or to be paid to civilian full-time permanent employees and other payments that are part of the employees basic rate of pay.

These funds will be used to fund the ceiling of 226 full-time positions and an estimated 220 work-years. The increase of $780,000 includes, $226,000 for budget-year merit pay increases, $325,000 for the annualization of the current-year pay increases, and $229,000 for a 2.2% ECI adjustment on 1/1/94.

11.3 Other Than Full-time Permanent ($245,000) -

This category covers positions not designated as full-time permanent and includes part-time, intermittent, and temporary employment.

CBO uses this type of employee for its Panel of Economic Advisors ($4,000), semester and summer intern programs ($142,000), miscellaneous intermittent consultants ($6,000), and temporary employees ($93,000).

11.5 Other Personnel Compensation ($5,000) -

This category includes overtime payments to CBO support staff who are eligible under the Fair Labor Standards Act.

12.1 Personnel Benefits ($3,995,000) -

These funds will be used to cover CBO's share of the costs of employee health and life insurance, retirement, Federal Insurance Contribution Act taxes, Medicare, death benefits, public transportation subsidy, and accident compensation (e.g. workers compensation).

13.0 Benefits for Former Personnel ($10,000) -

These funds will be used for unemployment compensation.

21.0 Travel and Transportation of Persons ($95,000) -

These funds will be used to cover the travel costs for full-time staff, the CBO Panel of Economic Advisors and other intermittent consultants, and potential employees.

CONGRESSIONAL BUDGET OFFICE
OBJECT CLASS SUMMARY CONT.

22.0 Transportation of Things ($1,000) -

These funds will be used for freight charges usually associated with the shipment of equipment for repair.

23.2 Communications, Utilities and Miscellaneous Charges ($363,000) -

This category covers the cost of postal and courier service ($246,000), telephone service ($106,000) and miscellaneous leasing ($11,000).

24.0 Printing and Reproduction ($555,000) -

These funds will cover the reimbursement to GPO for printing CBO reports, studies, and miscellaneous forms.

25.0 Other Services ($2,443,000) -

This category includes charges for contractual services not otherwise classifed. These funds will pay for commercial ADP timesharing services ($313,000), interagency ADP timesharing ($1,462,000), other interagency agreements ($140,000), systems, data and model development contracts ($200,000), miscellaneous services ($278,000), and training ($50,000).

26.0 Supplies and Materials ($387,000) -

Funds in this category will pay for office supplies ($107,000) subscriptions ($129,000), and ADP software ($151,000).

31.0 Equipment ($456,000) -

This category includes charges for property having a period of service of more than a year. These funds are for books and microfilm for the permanent collection of the CBO library ($57,000), office equipment ($66,000), and microcomputer equipment and software costing over $25,000 ($333,000).

CONGRESSIONAL BUDGET OFFICE

The Program and Financing Schedule will be inserted when it becomes available from OMB.

CONGRESSIONAL BUDGET OFFICE

Program and Financing (in thousands of dollars)

Identification code 08–0100–0–1–801		1992 actual	1993 est.	1994 est.
	Program by activities:			
10.00	Total obligations	21,816	22,542	23,650
	Financing:			
25.00	Unobligated balance expiring	726		
40.00	**Budget authority (appropriation)**	22,542	22,542	23,650
	Relation of obligations to outlays:			
71.00	Total obligations	21,816	22,542	23,650
72.40	Obligated balance, start of year	2,741	2,737	1,715
74.40	Obligated balance, end of year	−2,737	−1,715	−2,451
77.00	Adjustments in expired accounts	−148		
90.00	Outlays	21,672	23,564	22,914

Object Classification (in thousands of dollars)

Identification code 08–0100–0–1–801		1992 actual	1993 est.	1994 est.
	Personnel compensation:			
11.1	Full-time permanent	13,443	14,315	15,095
11.3	Other than full-time permanent	190	240	245
11.5	Other personnel compensation	1	5	5
11.9	Total personnel compensation	13,634	14,560	15,345
12.1	Civilian personnel benefits	3,622	3,745	3,995
13.0	Benefits for former personnel	2	10	10
21.0	Travel and transportation of persons	80	95	95
22.0	Transportation of things		1	1
23.3	Communications, utilities, and miscellaneous charges	357	359	363
24.0	Printing and reproduction	501	535	555
25.1	Consulting services	537	300	300
25.2	Other services	2,222	2,119	2,143
26.0	Supplies and materials	323	371	387
31.0	Equipment	537	447	456
99.9	Total obligations	21,816	22,542	23,650

Personnel Summary

	1992 actual	1993 est.	1994 est.
Total compensable workyears: Full-time equivalent employment	226	230	230

[Clerk's note.—The Program and Finance and Object Class tables reflect the budget justifications as submitted to the Subcommittee. Please check Appendix to the President's FY94 Budget for any changes that may be made subsequent to the January 1993 submission to the Subcommittee.]

ARCHITECT OF THE CAPITOL

Justification of Appropriations Estimates
Fiscal Year 1994
Architect of the Capitol

LEGISLATIVE - ARCHITECT OF THE CAPITOL

JUSTIFICATIONS OF ESTIMATES OF APPROPRIATIONS, FISCAL YEAR 1994

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General Statement
Summary - A

LEGISLATIVE - ARCHITECT OF THE CAPITOL
SUMMARY OF CHANGES
(in thousands of dollars)

Activity	1993 Total Appropriation	1993 Non-recurring Deductions	1994 Base	1994 Increases: Mandatory Items	1994 Increases: New Positions	1994 Increases: Annual Recurring Maintenance	1994 Increases: Cyclical Maintenance	1994 Increases: Continuing and Initiating Other Programs	1994 Increases: Total Increase	1994 Request
Title I:										
Salaries, Office of the Architect of the Capitol..	8,144.0	.....	8,144.0	955.0	497.0	.....	.....	.....	1,452.0	9,596.0
Contingent Expenses.........	100.0	.....	100.0	.....	.....	.....	.....	.....	.....	100.0
Capitol Buildings...........	23,955.0	1,412.0	22,543.0	1,088.0	430.0	1,898.0	548.0	1,246.0	5,210.0	27,753.0
Capitol Grounds.............	5,600.0	609.0	4,991.0	400.0	108.0	176.0	23.0	50.0	757.0	5,748.0
Senate Office Buildings.....	47,339.0	8,181.0	39,158.0	2,255.0	.....	1,637.0	2,050.0	7,658.0	13,600.0	52,758.0
House Office Buildings......	32,387.0	1,390.0	30,997.0	3,041.0 [2]	.....	201.0	4,047.0	9,080.0	16,369.0	47,366.0
Capitol Power Plant.........	32,088.0 [1]	360.0	31,728.0 [1]	343.0	.....	2,319.0	329.0	1,800.0	4,791.0	36,519.0 [1]
Total, Title I.........	149,613.0	11,952.0	137,661.0	8,082.0	1,035.0	6,231.0	6,997.0	19,834.0	42,179.0	179,840.0
Title II:										
Library Buildings and Grounds, Structural and Mechanical Care...........	9,733.0	553.0	9,180.0	701.0	51.0	64.0	9,100.0	3,090.0	13,006.0	22,186.0
Total, Architect of the Capitol.............	159,346.0	12,505.0	146,841.0	8,783.0	1,086.0	6,295.0	16,097.0	22,924.0	55,185.0	202,026.0
Title II:										
Botanic Garden..............	4,906.0	.....	4,906.0	292.0	31.0	21.0	5,099.0	.....	5,443.0	10,349.0
Total, Architect of the Capitol and Botanic Garden...............	164,252.0	12,505.0	151,747.0	9,075.0	1,117.0	6,316.0	21,196.0	22,924.0	60,628.0	212,375.0

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1 Excludes $3,200.0 of estimated reimbursements for furnishing of steam and chilled water.

2 Includes $93,000 for 3 laborer positions transferred in from the House Post Office and $457,000 for unfunded positions.

General Statement
Summary - A Modified

LEGISLATIVE - ARCHITECT OF THE CAPITOL
(Excluding Senate Items)
SUMMARY OF CHANGES
(in thousands of dollars)

				1994 Increases						
Activity	1993 Total Appropriation	1993 Non-recurring Deductions	1994 Base	Mandatory Items	New Positions	Annual Recurring Maintenance	Cyclical Maintenance	Continuing and Initiating Other Programs	Total Increase	1994 Request
Title I:										
Salaries, Office of the Architect of the Capitol..	8,144.0	.....	8,144.0	955.0	497.0	.....	.....	.....	1,452.0	9,596.0
Contingent Expenses.........	100.0	.....	100.0	.....	.....	.....	.....	.....	.....	100.0
Capitol Buildings...........	23,955.0	1,412.0	22,543.0	1,088.0	430.0	1,898.0	548.0	1,246.0	5,210.0	27,753.0
Capitol Grounds.............	5,600.0	609.0	4,991.0	400.0	108.0	176.0	23.0	50.0	757.0	5,748.0
House Office Buildings......	32,387.0	1,390.0	30,997.0	3,041.0 [2]	.....	201.0	4,047.0	9,080.0	16,369.0	47,366.0
Capitol Power Plant.........	32,088.0 [1]	360.0	31,728.0 [1]	343.0	.....	2,319.0	329.0	1,800.0	4,791.0	36,519.0 [1]
Total, Title I.........	102,274.0	3,771.0	98,503.0	5,827.0	1,035.0	4,594.0	4,947.0	12,176.0	28,579.0	127,082.0
Title II:										
Library Buildings and Grounds, Structural and Mechanical Care...........	9,733.0	553.0	9,180.0	701.0	51.0	64.0	9,100.0	3,090.0	13,006.0	22,186.0
Total, Architect of the Capitol.............	112,007.0	4,324.0	107,683.0	6,528.0	1,086.0	4,658.0	14,047.0	15,266.0	41,585.0	149,268.0
Title II:										
Botanic Garden..............	4,906.0	.....	4,906.0	292.0	31.0	21.0	5,099.0	.....	5,443.0	10,349.0
Total, Architect of the Capitol (Excluding Senate Items).........	116,913.0	4,324.0	112,589.0	6,820.0	1,117.0	4,679.0	19,146.0	15,266.0	47,028.0	159,617.0

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[1] Excludes $3,200.0 of estimated reimbursements for furnishing of steam and chilled water.

[2] Includes $93.0 for 3 laborer positions transferred in from the House Post Office and $457.0 for unfunded positions.

General Statement
Summary - B

LEGISLATIVE - ARCHITECT OF THE CAPITOL
SUMMARY OF POSITIONS

Architect of the Capitol	1992 Actual	1993 Actual	1994 New Positions Requested	1994 Request
Title I:				
Salaries, Office of the Architect of the Capitol	154	151	7	158
Capitol Buildings	191	181	12	193
Capitol Grounds	82	82	3	85
Senate Office Buildings	591	591	...	591
House Office Buildings	761	761	3	764
Capitol Power Plant	103	101	...	101
Total, Title I	1,882	1,867	25	1,892
Title II:				
Library Buildings and Grounds, Structural and Mechanical Care	139	136	1	137
Total, Architect of the Capitol	2,021	2,003	26	2,029
Title II:				
Botanic Garden	57	57	1	58
Total, Architect of the Capitol and Botanic Garden	2,078	2,060	27	2,087

General Statement
Summary - B Modified

LEGISLATIVE - ARCHITECT OF THE CAPITOL
(Excluding Senate Items)
SUMMARY OF POSITIONS

Architect of the Capitol	1992 Actual	1993 Actual	1994 New Positions Requested	1994 Request
Title I:				
Salaries, Office of the Architect of the Capitol	154	151	7	158
Capitol Buildings	191	181	12	193
Capitol Grounds	82	82	3	85
House Office Buildings	761	761	3	764
Capitol Power Plant	103	101	...	101
Total, Title I	1,291	1,276	25	1,301
Title II:				
Library Buildings and Grounds, Structural and Mechanical Care	139	136	1	137
Total, Architect of the Capitol	1,430	1,412	26	1,438
Title II:				
Botanic Garden	57	57	1	58
Total, Architect of the Capitol and Botanic Garden	1,487	1,469	27	1,496

GENERAL STATEMENT

APPROPRIATIONS AND ESTIMATES UNDER THE ARCHITECT OF THE CAPITOL

For 1993, appropriations totaling $164,252,000 were provided under the Architect of the Capitol, including Botanic Garden, in the Legislative Branch Appropriations Act, 1993, Public Law 102-90, approved August 14, 1991, for items pertaining to the "Architect of the Capitol."

For 1994, appropriations totaling $212,375,000 are requested for all items under the Architect of the Capitol, -- joint items, House items, and Senate items -- a net increase of $48,123,000 above the grand total of $164,252,000 for 1993. The net increase of $48,123,000 results from decreases totaling $12,505,000 offset by increases totaling $60,628,000.

If the item "Senate Office Buildings," totaling $47,339,000, is excluded from the 1993 grand total of $164,252,000, then the grand total, for joint items and House items, for 1993 amounts to $116,913,000, of which $32,387,000 is for "House Office Buildings." Likewise, if the item "Senate Office Buildings" totaling $52,758,000, is excluded from the 1994 grand total of $212,375,000, then the grand total, for joint items and House items for 1994, amounts to $159,617,000, of which $47,366,000 is for "House Office Buildings" -- or a net increase of $42,704,000, for joint items and House items, above the 1993 total of $116,913,000 for such items.

The items comprising the gross decrease of $12,505,000 and the gross increase of $60,628,000 are detailed on separate pages preceding each appropriation account.

As indicated in the overall "Summary of Changes" statement, the gross increase of $60,628,000 is comprised of $9,075,000 for mandatory items, $1,117,000 for new positions, $6,316,000 for annual recurring maintenance items, $21,196,000 for cyclical maintenance and $22,924,000 for continuing and initiating other programs.

In recent years, budgets have been viewed in terms of current services levels. For fiscal year 1994, the current services level for all appropriations is $178,826,000. This level is derived by adding mandatory pay and related costs in an amount of $8,618,000 and price level increases in an amount of $5,956,000 to the appropriated level of $164,252,000. The fiscal year 1994 current services level of $178,826,000 is less than nine percent above the total appropriated level of $164,252,000 for fiscal year 1993. The net current services level for all appropriations is $166,321,000. This level is derived by reducing the fiscal year 1993 appropriated level of $164,252,000 by $12,505,000 to account for the non-recurring deductions, then adding mandatory pay and related costs in an amount of $8,618,000 and price level increases in an amount of $5,956,000. The current services level of $166,321,000 is less than two percent above the total appropriated level of $164,252,000 and less than ten percent above the adjusted appropriated level of $151,747,000 for fiscal year 1993.

Estimate 1994
General Statement

In addition to the current services needs totalling $14,574,000, workload increases totalling $4,834,000 and equipment, alterations, maintenance and repairs totalling $41,220,000 are requested to carry out the various functions under the Architect's jurisdiction. Workload increases represent two percent of the total requested amount of $212,375,000, and equipment, alterations, maintenance and repairs represent slightly more than 19% of the total request.

MANDATORY ITEMS

Each year, increases are requested for "Mandatory" items. These are costs related to personnel compensation and benefits that are established, regulated or modified by law. A summary of these items and their statutory authority is provided below for reference purposes. The justifications for each appropriation will summarize these increases under the heading "Mandatory Items."

Personnel Compensation

Wage-Board within-grade increases, authorized by 5 U.S.C. 5102(c) (7), 5102 (d), 5341-5349.
Within-grade salary advancements and other changes for "GS" employees, authorized by 5 U.S.C. 5331-5336.
Overtime and Holiday pay authorized by 5 U.S.C. 5544.
Night Differential pay authorized by 5 U.S.C. 5343, 5545.
Sunday Premium pay authorized by 5 U.S.C. 5544-5546.

Personnel Benefits

Payment to Employees' Health Benefits Fund, authorized by 5 U.S.C. 8906.
Contribution to Retirement Fund, authorized by 5 U.S.C. 8334.
Payment to Employees' Compensation Fund, authorized by 5 U.S.C. 8147.
Payment to Employees' Life Insurance Fund, authorized by 5 U.S.C. 8708.
Payment to Medicare Fund, authorized by Public Law 97-248.
Payment to Unemployment Trust Fund, authorized by Public Law 96-499.
Contribution to Federal Employees' Retirement System, authorized by 5 U.S.C. 8423 and Thrift Savings Plan authorized by 5 U.S.C. 8432.

MANDATORY ITEMS (continued)

In addition to the normal Mandatory items, for fiscal year 1994 funds have been requested to cover costs associated with the Federal Employees Pay Comparability Act of 1990. This Act adopted the concept of locality-based pay, and requires that locality specific salary adjustments be made for Federal white collar workers paid under the General Schedule in each wage area where overall Federal salary rates are more than five percent below nonfederal salary rates for comparable jobs in the same area. These salary adjustments are to begin in January 1994. The estimates for locality pay assume that employees under the prevailing wage system will receive a comparable adjustment to those under the General Schedule. Guidance from OMB on this matter has not been finalized. These funds are requested based on the assumption that the locality pay will be approved for the Washington Metropolitan area. If OMB does not issue guidelines in agreement with this assumption, then the amounts that are requested for locality pay will be withdrawn.

GENERAL PURPOSE OF APPROPRIATIONS REQUESTED

The annual appropriation items under the Architect of the Capitol are primarily for maintenance and improvement of buildings occupied by the Congress and for heat, light, power and air conditioning, and for general housekeeping services for the Congress. The Architect's responsibilities generally are confined to items deemed necessary to render proper service to the Congress and to maintain properly the buildings and equipment of the Legislative Establishment.

STATEMENT ON THE ARCHITECT OF THE CAPITOL'S FUNCTION BUDGET

The Office of the Architect of the Capitol (AOC) is generally thought of as the agency responsible for the care, maintenance, cleaning, and operation of the various buildings and facilities supporting the Congress, as well as the structural care and maintenance of the Supreme Court Building and grounds. However, the role of the office has grown to be much broader than that and, as a result, there are many functions and activities that are conducted that are often not thought of as being in the total scope of the office's activities. Very often, even among our internal personnel, the various tasks performed by the office are viewed as activities associated with a particular appropriation, rather than as areas of similar functions irrespective of the appropriation category. From the management standpoint, the result tends to fragment views rather than consolidate them for broad, overall decision making.

STATEMENT ON THE ARCHITECT OF THE CAPITOL'S FUNCTION BUDGET
(continued)

As Congressional needs have changed, the AOC's mission has changed to meet the Congressional requirements. Lease management is an example of this type of change. The AOC now leases warehouse space for Congressional storage needs, and will soon be leasing office space for Legislative Branch support office needs in the Postal Square Building and the Federal Judiciary Building. Technological and social developments have also led to changes in the Architect's office. For example, the Electronics Engineering Group was created in recent years, with responsibility for the installation and operation of the Community Antenna Television system which carries proceedings of the House and Senate, the Closed Circuit Television system which is part of the security system that is now in place, and the cabling plan for those activities. Other examples of these types of change include the expanded role the Architect is now performing in telecommunications planning, office waste recycling, and the need to respond to terrorism through involvement in sophisticated security systems. Moreover, the AOC is frequently charged with the responsibility for land acquisition for Congressional support agencies, such as the fiscal year 1992 authorization to acquire property for the Library of Congress.

There are many ways in which to view the mission of the office, but for the purposes of better managing our responsibilities, the organization is now being viewed internally in terms of functions. In budgetary terms, we have developed a "Function Budget" that presents a clearer picture of the cost of providing service to the Congress along functional lines. It collects not only the functions and associated costs that are directly appropriated to the Architect, but includes activities that are carried out without appropriated funds, or with funds appropriated to other agencies but managed in some measure by this office. The Function Budget provides useful insights into the allocation and availability of staff resources as well as areas in which management decisions can be more cost effective and productive. The following functional areas have been identified:

* Architect of the Capitol
* Construction
* Electronics

STATEMENT ON THE ARCHITECT OF THE CAPITOL'S FUNCTION BUDGET

(continued)

- Energy
- Environmental Safety
- Food Services
- Landscape and Horticulture
- Lease Management
- Property Management - Care, Maintenance, and Operation
- Property Management - Occupant Services
- Special Projects
- Staff Functions - Central Support
- Museum, Archival and Education
- Communications
- Transportation

A brief explanation of each function follows:

ARCHITECT OF THE CAPITOL

This function represents the immediate Office of the Architect and his staff assistant. The Architect is charged by law with responsibility for a wide variety of activities.

CONSTRUCTION

This function represents the staff and resources allocated to designing and managing new construction and major modifications to existing buildings.

ELECTRONICS

This function represents the staff and resources allocated for security, fire and life safety, radio-TV infrastructure, within-office telecommunications infrastructure, central computer control system for the operation of the Energy Management and Control System, maintenance of the emitter detection system, speech reinforcement systems and the legislative clocks, and the electronic conveyor systems in the Library of Congress Buildings.

ENERGY

This function represents the staff and resources allocated for the operation of the Capitol Power Plant, the cost of utilities and the energy management systems that have been installed in the Capitol Complex.

STATEMENT ON THE ARCHITECT OF THE CAPITOL'S FUNCTION BUDGET
(continued)

ENVIRONMENTAL SAFETY

This function represents the staff and resources allocated to asbestos abatement, hazardous waste management and disposal, and air pollution abatement.

FOOD SERVICES

This function represents the staff, resources and value of food sales in the Senate Restaurant system, which is managed by the Architect under Congressional direction.

LANDSCAPE AND HORTICULTURE

This function represents the staff and resources allocated to the Capitol Grounds and Botanic Garden.

LEASE MANAGEMENT

This function represents the value of the warehouse and office space being leased, or that are awaiting approval to be leased, by the Architect.

PROPERTY MANAGEMENT - CARE, MAINTENANCE, AND OPERATION

This function represents the staff and resources for the traditional care, maintenance, and operation services provided by the Architect. A great deal of central staff support is utilized for this function, although for purposes of separation of functions, the cost of such support staff is not allocated to this category.

PROPERTY MANAGEMENT - OCCUPANT SERVICES

This function represents the staff and resources for the custodial services, i.e., cleaning and associated activities, provided by the Architect. Also included in this function are various auxiliary services, such as: garage and parking attendant services; health and physical fitness services; furniture and furnishing services; public address system services; and occupant services for ice delivery and room set ups.

SPECIAL PROJECTS

This function represents the occasional special projects that have been undertaken by the office, such as master planning, and furniture and interior studies of certain buildings. At the present time, minimal staff, and dollars are being specifically designated or allocated to the Special Projects function, but it is nevertheless an integral responsibility and activity of the office.

STATEMENT ON THE ARCHITECT OF THE CAPITOL'S FUNCTION BUDGET
(continued)

STAFF FUNCTIONS - CENTRAL SUPPORT

This function represents the overall central office administrative staff and resources responsible for overseeing all of the Architect's duties. This includes top management staff and such administrative staff as accounting, payroll, personnel, budget, legal, information resources management, miscellaneous central staff, and the key architectural and engineering staff responsible for overseeing all of the specialized functions under those areas. Included in the activities engaged in by central support staff are, by law, functions associated with the Advisory Council on Historic Preservation, the Pennsylvania Avenue Development Corporation, the District of Columbia Zoning Commission. In addition, the office participates in the National Building Museum, art selection for the regional metro system, and generally engages in helpful assistance to the local museum community.

MUSEUM, ARCHIVAL AND EDUCATION

This function represents the staff and resources devoted to caring for those portions of the Capitol Art collection under the Architect's jurisdiction, including conservation and maintenance of the wall paintings and sculpture in the Capitol, decorative arts, historical architectural and engineering drawings, and the like. In addition, this function provides archival care for the invaluable art, construction and historical records for scholars' use. Finally, an educational function is performed to respond to Member, media and public inquiries concerning room histories and significant architectural, artistic or historic features of the Capitol complex.

COMMUNICATIONS

This function represents the resources requested in the budget for developing and "improving by sharing" the Legislative Branch Telecommunications Network, the value of the cost of telecommunications services, and the value of the existing assets, including phones, switch gear, and wiring networks.

TRANSPORTATION

This function represents the staff and resources allocated to the escalators and elevators throughout the Legislative Branch, the House and Senate subway systems, and the shuttle van service.

We have allocated to each function all of the related staff and funding resources from across appropriation lines to establish the Function Budget for each activity. This provides an opportunity to better understand the total staffing and the total cost to support a functional area of the Office of the Architect of the Capitol.

STATEMENT ON THE ARCHITECT OF THE CAPITOL'S FUNCTION BUDGET
(continued)

As part of the overall plan for better managing the office responsibilities, the senior members of the staff have been assigned areas of responsibility in specific functions. These assignments are in addition to their normal staff responsibilities.

The Architect of the Capitol, acting, by law, under the policy direction of the House Office Building Commission, the Senate Committee on Rules and Administration, the Joint Committee on the Library, and with direction from the Committees on Appropriations is responsible for the Capitol Complex, and under the policy direction of the Chief Justice of the United States and the Commission for the Judiciary Office Building, with direction from the Committees on Appropriations is responsible for the Supreme Court Building and Federal Judiciary Building, all of which have a conservatively estimated value of $3.8 billion. This does not include the value of the 286 acres of property comprising the Capitol Complex, which is estimated at $3.2 billion. In reality, however, these buildings and facilities are priceless when thought of as historic symbols of our democracy. A primary function of management is therefore to continue to improve the office's traditional role, and to responsibly augment our services as new roles develop.

Viewed in terms of budgetary resources, in fiscal year 1994, the Architect of the Capitol will manage a sought for budget of $215 million for FY 1994; approximately $123 million in unobligated "No Year" funds that will carry over into fiscal year 1993; and approximately $79 million in funds not appropriated directly to the Architect, yet coordinated by the office in some manner.

The funds requested for fiscal year 1994, i.e., $215 million, represents less than six percent of the total conservatively estimated asset value, of the buildings and improvements of the Capitol Complex, the Supreme Court Building, and the Federal Judiciary Building, excluding the estimated value of the land. Of that $215 million, approximately $120 million represents the ongoing annual and cyclical maintenance cost for the Capitol Complex, the Supreme Court Building, and the Federal Judiciary Building, or three percent of total asset value.

The summary tables that accompany this brief introduction to the Function Budget outline the functions divided into organizational units, the staffing associated with the functions, the fiscal year 1993 appropriations for those functions, the requested budget for fiscal year 1994, the estimated value of non-appropriated funding for the functions, "units" where applicable to explain a number or type of activity, and finally the estimated replacement value of the function. This latter value is significant because it serves as a general bench mark against which replacement cost versus maintenance cost analyses may be made.

ARCHITECT OF THE CAPITOL, INCLUDING SUPREME COURT
ORGANIZATION FUNCTION STRUCTURE, RESOURCES AND ASSETS

		Supervisory Staff	Total Positions All Sources	Percent of Positions	FY 1993 Appropriation	Percent of FY 1993	FY 1994 Request	Percent of FY 1994	FY 1994 Payroll*	9/30/92 No Year Available for Outlay	Value of Sales Rental or Billings	Units	Replacement Value
1.0	ARCHITECT OF THE CAPITOL	2	2	0.1%	$259,731	0.2%	$284,883	0.1%	$284,883	...	...	...	...
2.0	CONSTRUCTION	4	313	11.1%	11,966,480	7.2%	15,062,115	7.0%	3,017,006	$62,454,905	...	...	$358,000
3.0	ELECTRONICS	10	42	1.5%	3,978,933	2.4%	5,055,569	2.3%	1,874,253	18,120,885	...	...	69,449,000
4.0	ENERGY	27	114	4.0%	34,579,092	20.7%	41,199,592	19.1%	6,020,656	7,160,111	...	...	...
5.0	ENVIRONMENTAL/SAFETY	1	14	0.5%	1,023,415	0.6%	1,727,117	0.8%	565,656	...	...	...	...
6.0	FOOD SERVICES	12	248	8.8%	2,547,413	1.5%	2,291,884	1.1%	6,349,284	2,768,060	$7,200,000	...	28,671,000
7.0	LANDSCAPE AND HORTICULTURE	31	147	5.2%	8,115,315	4.9%	8,434,448	3.9%	6,841,864	859,993	...	286 ACRES	237,754,000 **
8.0	LEASE MANAGEMENT	...	...	...	7,286,000	4.4%	10,001,000	4.6%	...	419,000	36,780,000	1,325,547 SF	...
9.0	PROPERTY MANAGEMENT - CARE, MAINTENANCE, AND OPERATION	126	760	26.9%	44,239,984	26.5%	66,042,523	30.6%	39,539,423	12,624,692	470,000,000	13,844,717 SF	3,253,906,000
10.0	PROPERTY MANAGEMENT - OCCUPANT SERVICES	89	946	33.5%	33,769,381	20.2%	36,539,451	17.0%	32,926,845	...	...	...	...
11.0	SPECIAL	...	3	0.1%	...	...	78,400	...	192,010	...	...	...	...
12.0	STAFF FUNCTIONS	20	102	3.6%	8,422,278	5.0%	9,238,950	4.3%	7,013,257	...	...	400	2,859,000
13.0	COMMUNICATIONS	1	4	0.1%	941,583	0.6%	778,704	0.4%	283,704	...	35,500,000	30,000 PHONES	68,345,000
14.0	TRANSPORTATION	20	109	3.9%	9,405,971	5.6%	17,901,199	8.3%	5,018,975	17,941,470	...	243	115,688,000
15.0	MUSEUM, ARCHIVAL AND EDUCATION	3	18	0.6%	716,424	0.4%	859,165	0.4%	750,864	319,928	...	...	...
	GRAND TOTAL..........................	346	2,822	100.0%	$167,252,000	100.0%	$215,495,000	100.0%	$110,678,679	$122,669,044	$549,480,000	Not Applicable	$3,777,030,000

*FY 1994 PAYROLL ESTIMATE INCLUDES PERSONNEL COMPENSATION AND BENEFITS, INCLUDING TEMPORARY EMPLOYMENT AS OF 11/19/92; EXCLUDES ALL CONTRACTUAL PERSONNEL.
**EXCLUDES VALUE OF LAND ESTIMATED AT $3.2 BILLION.

ARCHITECT OF THE CAPITOL, INCLUDING SUPREME COURT
ORGANIZATION FUNCTION STRUCTURE, RESOURCES AND ASSETS

	Supervisory Staff	Total Positions All Sources	Percent of Positions	FY 1993 Appropriation	Percent of FY 1993	FY 1994 Request	Percent of FY 1994	FY 1994 Payroll*	9/30/92 No Year Available for Outlay	Value of Sales Rental or Billings	Units	Replacement Value
1.0 ARCHITECT OF THE CAPITOL	2	2	0.1%	$259,731	0.2%	$284,883	0.1%	$284,883	...	...	...	...
2.0 CONSTRUCTION												
2.1 Construction Management	1	27	1.0%	110,857	0.1%	125,277	0.1%	1,527,659	...	...	...	...
2.2 Design	2	21	0.7%	636,081	0.4%	947,948	0.4%	1,489,348	...	...	...	$358,000
2.3 Facilities	...	...	...	2,000,000	1.2%	...	...	...	$3,161,983	...	...	...
2.4 Major Modifications	1	265	9.4%	9,219,542	5.5%	13,988,890	6.5%	...	59,292,922	...	...	...
Total..........................	4	313	11.1%	11,966,480	7.2%	15,062,115	7.0%	3,017,006	62,454,905	...	...	358,000
3.0 ELECTRONICS												
3.1 Conveyor Systems	1	6	0.2%	384,869	0.2%	809,257	0.4%	384,257	67,178	...	...	17,527,000
3.2 Fire and Life Safety	1	5	0.2%	418,942	0.3%	589,894	0.3%	311,961	1,526,717	...	...	18,558,000
3.3 Radio/TV	3	11	0.4%	681,530	0.4%	745,647	0.3%	...	...	...	...	8,764,000
3.4 Security Support	3	11	0.4%	1,568,534	0.9%	1,940,194	0.9%	662,458	13,706,625	...	...	6,604,000
3.5 Speech Reinforcement/Clocks	2	9	0.3%	925,059	0.6%	970,577	0.5%	515,577	2,820,365	...	...	17,996,000
Total..........................	10	42	1.5%	3,978,933	2.4%	5,055,569	2.3%	1,874,253	18,120,885	...	...	69,449,000
4.0 ENERGY												
4.1 Energy Management	2	9	0.3%	1,644,171	1.0%	5,616,736	2.6%	497,859	3,419,179	...	...	...
4.2 Power Plant	25	105	3.7%	4,084,121	2.4%	4,612,056	2.1%	5,522,797	3,446,457	...	...	...
4.3 Utility Services	...	...	...	28,850,800	17.2%	30,970,800	14.4%	...	294,475	...	...	...
Total..........................	27	114	4.0%	34,579,092	20.7%	41,199,592	19.1%	6,020,656	7,160,111	...	...	...
5.0 ENVIRONMENTAL SAFETY												
5.1 Air Pollution	...	...	...	10,000	...	110,000	0.1%	...	...	...	...	...
5.2 Asbestos Removal	...	7	0.2%	680,782	0.4%	804,782	0.4%	192,944	...	...	...	...
5.3 Hazardous Waste	1	7	0.2%	332,633	0.2%	812,335	0.4%	372,711	...	...	...	...
Total..........................	1	14	0.5%	1,023,415	0.6%	1,727,117	0.8%	565,656	...	...	...	...
6.0 FOOD SERVICES												
6.1 House	...	...	...	131,000	0.1%	154,000	0.1%	...	2,247,354	...	...	13,048,000
6.2 Senate	12	248	8.8%	2,416,413	1.4%	2,137,884	1.0%	6,349,284	520,706	$7,200,000	...	15,623,000
Total..........................	12	248	8.8%	2,547,413	1.5%	2,291,884	1.1%	6,349,284	2,768,060	7,200,000	...	28,671,000

ARCHITECT OF THE CAPITOL, INCLUDING SUPREME COURT
ORGANIZATION FUNCTION STRUCTURE, RESOURCES AND ASSETS

	Supervisory Staff	Total Positions All Sources	Percent of Positions	FY 1993 Appropriation	Percent of FY 1993	FY 1994 Request	Percent of FY 1994	FY 1994 Payroll*	9/30/92 No Year Available for Outlay	Value of Sales Rental or Billings	Units	Replacement Value
7.0 LANDSCAPE AND HORTICULTURE												
7.1 Botanic Garden	15	57	2.0%	2,861,819	1.7%	3,221,880	1.5%	2,737,880	...	...	33.0 ACRES	180,940,000
7.2 Capitol Grounds	16	90	3.2%	5,253,496	3.1%	5,212,568	2.4%	4,103,983	859,993	...	253 ACRES	56,814,000 **
Total..........................	31	147	5.2%	8,115,315	4.9%	8,434,448	3.9%	6,841,864	859,993	...	286 ACRES	237,754,000
8.0 LEASE MANAGEMENT												
8.1 Postal Square	...	...	...	6,406,000	3.8%	7,550,000	3.5%	...	419,000	7,550,000	168,000 SF	...
8.2 Federal Judiciary Building	...	...	...	134,000	0.1%	1,551,000	0.7%	...	...	29,230,000	1,030,400 SF	...
8.3 Warehouse Space	...	...	...	746,000	0.4%	900,000	0.4%	...	...	...	127,147 SF	...
Total..........................	...	...	...	7,286,000	4.4%	10,001,000	4.6%	...	419,000	36,780,000	1,325,547 SF	...
9.0 PROPERTY MANAGEMENT - CARE MAINTENANCE, AND OPERATION												
9.1 Building Renovations and Alterations	9	145	5.1%	10,432,266	6.2%	28,266,614	13.1%	6,913,129	12,624,692	...	...	...
9.2 Maintenance, Buildings/Equipment	117	615	21.8%	33,807,718	20.2%	37,775,909	17.5%	32,626,294	...	470,000,000	13,844,717 SF	3,253,906,000
Total..........................	126	760	26.9%	44,239,984	26.5%	66,042,523	30.6%	39,539,423	12,624,692	470,000,000	13,844,717 SF	3,253,906,000
10.0 PROPERTY MANAGEMENT - OCCUPANT SERVICES												
10.1 Auxiliary Services	30	259	9.2%	12,629,484	7.6%	13,147,038	6.1%	11,145,567	...	...	...	...
10.2 Custodial	59	687	24.3%	21,139,896	12.6%	23,392,413	10.9%	21,781,278	...	...	...	...
Total..........................	89	946	33.5%	33,769,381	20.2%	36,539,451	17.0%	32,926,845	...	...	...	...
11.0 SPECIAL PROJECTS												
11.2 Interior Design	...	3	0.1%	...	...	78,400	...	192,010	...	...	...	...
Total..........................	...	3	0.1%	...	...	78,400	...	192,010	...	...	...	...

ARCHITECT OF THE CAPITOL, INCLUDING SUPREME COURT
ORGANIZATION FUNCTION STRUCTURE, RESOURCES AND ASSETS

	Supervisory Staff	Total Positions All Sources	Percent of Positions	FY 1993 Appropriation	Percent of FY 1993	FY 1994 Request	Percent of FY 1994	FY 1994 Payroll*	9/30/92 No Year Available for Outlay	Value of Sales Rental or Billings	Units	Replacement Value
12.0 STAFF FUNCTIONS												
12.1 Administrative	12	65	2.3%	4,332,502	2.6%	4,769,729	2.2%	3,917,207	...	...	...	...
12.2 Architectural	2	4	0.1%	210,631	0.1%	358,385	0.2%	466,680	...	...	...	...
12.3 Budget	1	6	0.2%	513,442	0.3%	548,630	0.3%	548,630	...	...	...	...
12.4 Engineering	2	3	0.1%	318,914	0.2%	350,337	0.2%	350,337	...	...	...	...
12.5 Executive Officer	1	2	0.1%	183,967	0.1%	203,185	0.1%	203,185	...	...	...	...
12.6 Information Resources Management	1	16	0.6%	2,380,516	1.4%	2,484,267	1.2%	1,007,823	...	...	400	2,859,000
12.7 Legal	1	5	0.2%	290,982	0.2%	324,250	0.2%	419,147	...	...	...	...
12.8 Special	...	1	...	191,324	0.1%	200,167	0.1%	100,167	...	...	...	...
Total..........................	20	102	3.6%	8,422,278	5.0%	9,238,950	4.3%	7,013,257	...	...	400	2,859,000
13.0 COMMUNICATIONS												
13.1 Telecommunications	...	1	0.0%	147,414	0.1%	212,185	0.1%	87,185	...	35,500,000	30,000 PHONES	68,345,000
13.2 Network Planning	1	3	0.1%	794,169	0.5%	566,519	0.3%	196,519	...	...	...	...
Total..........................	1	4	0.1%	941,583	0.6%	778,704	0.4%	283,704	...	35,500,000	30,000 PHONES	68,345,000
14.0 TRANSPORTATION												
14.1 Elevators and Escalators	18	78	2.8%	6,272,157	3.8%	16,553,772	7.7%	3,735,373	4,545,961	...	240	68,100,000
14.2 Shuttle Vans/Messenger Services	...	10	0.4%	380,730	0.2%	414,099	0.2%	390,275	...	...	3	88,000
14.3 Subways	2	21	0.7%	2,753,083	1.6%	933,328	0.4%	893,328	13,395,509	...	...	47,500,000
Total..........................	20	109	3.9%	9,405,971	5.6%	17,901,199	8.3%	5,018,975	17,941,470	...	243	115,688,000
15.0 MUSEUM, ARCHIVAL, AND EDUCATION												
15.1 Art and Reference	1	6	0.2%	474,183	0.3%	591,032	0.3%	287,911	319,928	...	...	...
15.2 Records Management	1	7	0.2%	147,849	0.1%	161,496	0.1%	256,139	...	...	...	...
15.3 Photography	1	5	0.2%	94,392	0.1%	106,637	...	206,814	...	...	...	...
Total..........................	3	18	0.6%	716,424	0.4%	859,165	0.4%	750,864	319,928	...	...	...
GRAND TOTAL....................	346	2,822	100.0%	$167,252,000	100.0%	$215,495,000	100.0%	$110,678,679	$122,669,044	$549,480,000	Not Applicable	$3,777,030,000

*FY 1994 PAYROLL ESTIMATE INCLUDES PERSONNEL COMPENSATION AND BENEFITS, INCLUDING TEMPORARY EMPLOYMENT AS OF 11/19/92; EXCLUDES ALL CONTRACTUAL PERSONNEL.
**EXCLUDES VALUE OF LAND ESTIMATED AT $3.2 BILLION.

EXPLANATION OF AOC PRIORITIZATION SCHEDULE
FISCAL YEAR 1994 BUDGET REQUEST

The fiscal year 1994 budget request for the Architect of the Capitol has been prioritized as directed by the House and Senate Committees on Appropriations. The requested items hava been identified by four priority levels: "NON-DISCRETIONARY", "CRITICAL," "HIGHLY DESIRABLE," AND "DESIRABLE."

PRIORITIZATION LEVELS

NON-DISCRETIONARY

Costs that include those items for which expenditures are non-discretionary, e.g., mandated cost-of-living adjustments, personnel benefits, rate increases in electrical energy, contractual increases, etc.

CRITICAL

Costs essential for the following programs: to assure the ongoing care, maintenance and operation of the Capitol Complex; to assure the structural integrity of the Capitol Complex infrastructure and buildings; to assure that programs with Congressional leadership direction are carried out; and to assure that programs essential for security, fire and life safety, and environmental and hazardous materials protection are provided.

HIGHLY DESIRABLE

Costs for highly desirable enhancements to the programs outlined in the "CRITICAL" priority level, as well as new program initiatives that would improve the delivery of services.

DESIRABLE

Costs for programs that are desirable to implement, but that could be deferred temporarily without interruption to current services.

Following each appropriation's detailed "Justification" text, "Objectives" statement, "Items Under Which No Changes Occur" table, and Schedules A, B, and C, is a "Schedule P" which details all of the increases within the four priority levels. These increases are not necessarily listed in priority order within the designations of "non-discretionary", "critical", highly desirable" and desirable". In other words, no priority has been established among the items that constitute each priority designation.

COMPENSATION OF EMPLOYEES UNDER ARCHITECT

To carry out his assigned duties in the Legislative Branch, the Architect has 2,060 authorized employees under his jurisdiction. Of these, 1,706 employees are compensated under the Wage-Board system, 254 employees are compensated under the General Schedule of the Classification Act, 78 employees are compensated at administrative rates and 22 employees are compensated at statutory rates. Of our annual maintenance appropriations, the cost of personnel compensation and benefits constitutes approximately 63 percent of the total for fiscal year 1994.

WAGE-BOARD SYSTEM

The employees covered by this pay system for 1993 are those engaged in recognized trades and crafts and in skilled and unskilled manual labor occupations. Employees compensated under the Wage-Board system constitute approximately 83 percent of our total permanent staff.

Employees under the Architect engaged in such work have been compensated under the Wage-Board System since 1955. Their compensation is presently governed by sections 5341-5349 and 5544-5548 of title 5 of the United States Code, which require that "rates of pay of prevailing rate employees shall be fixed and adjusted from time to time as nearly as is consistent with the public interest in accordance with prevailing rates."

Each year, wage surveys of private industry throughout the Washington Metropolitan area are conducted by major government agencies, designated by the Office of Personnel Management. Based on such surveys, appropriate wage schedules and rates for prevailing rate employees are normally established. Heads of agencies are then required to apply the new wage schedules and rates to their prevailing rate employees.

Under the provisions of Public Law 92-392, new rates must be placed in effect not later than the first day of the first pay period which begins on or after the 45th day, excluding Saturdays and Sundays, following the date the wage survey is ordered to be made.

Estimate 1994
General Statement

The present Wage-Board System, under which the Architect of the Capitol operates, is authorized and governed by Public Law 92-392. That Act vests the Architect of the Capitol with authority to utilize the Federal Wage System established by that law for Wage-Board employees, to such extent as the Architect deems feasible. In the interest of equity and sound administration the Architect of the Capitol has continued to follow, generally, the uniform Federal Wage System as established by Public Law 92-392.

A report on three current projects of major interest follows:

WEST CENTRAL FRONT OF THE CAPITOL

The amount of $49 million was appropriated in the Fiscal Year 1983 Supplemental for Restoration of the West Central Front. Initial work began with the removal of paint in September 1983 and the final restoration work was completed in September 1987, approximately one year ahead of schedule and $25 million under budget.

Approval was given in fiscal year 1986 to reprogram up to $45,000 for a preliminary survey to study structural defects on the Olmsted terraces. A report was prepared by structural engineering consultants Ammann & Whitney which included various options for repair of the structural defects, replacement of the waterproofing and pavers at the upper terraces, gaining space at the middle terrace level and other miscellaneous repairs. After review of the options by the Architect of the Capitol, a modified repair option, with an estimated cost of $9,820,000, was recommended to the Commission on the West Central Front. This modified option includes all necessary structural repairs, replacement of waterproofing and pavers, and the establishment of 4,800 square feet of utilitarian space under the middle terrace level. The Commission on the West Central Front approved the proposal. A reprogramming request subsequently was forwarded in October 1988 to the Committees on Appropriations to provide for the design and construction of these structural repairs. The Committees on Appropriations recommended approval of reprogramming not to exceed $1,000,000 to provide for the design of this work.

WEST CENTRAL FRONT OF THE CAPITOL
(continued)

In addition, at the request of the Majority Leader of the Senate, and with the concurrence and approval of the House Office Building Commission, in April 1989 a proposal was forwarded to the Commission to provide approximately 16,400 square feet of space within the courtyard areas on the West Central Front at an estimated cost of $7,000,000. This proposal was approved by the Commission. The Committees on Appropriations subsequently approved a reprogramming in an amount not to exceed $1,200,000 to provide for the design of that proposal.

The design efforts have been proceeding as a combined project since it was determined to be most cost effective and less disruptive to perform the work as a single project. Based on the necessary detailed investigations of existing conditions, it has been determined that the establishment of 4,800 square feet of utilitarian space under the middle terrace level is not cost effective and was eliminated from the project. The project has been phased to achieve a timely completion so that the Presidential Inauguration in January 1993 can be held at the West Central Front.

In accordance with the direction of the Senate Appropriations Committee, proposals for the terrace repair and courtyard infill were requested, reviewed, and a reprogramming request forwarded to the Committee for approval. Upon approval of the request, a contract was awarded to the Chas. H. Tompkins Co. by letter dated March 7, 1991, in the amount of $11,378,000. The Contractor mobilized on-site during early May and the Olmsted Terraces were closed for construction on May 21, 1991. Based on Update No. 17 of the Project Schedule, completed work through October 31, 1992, the Contractor is 97% complete with the work. The majority of the work on the upper, middle and lower terraces is complete and the Contractor is working on finishing these areas. The work within the courtyard infills is proceeding and the Contractor anticipates substantially completing these spaces by mid December 1992. During the course of the Project, numerous unpredictable and unforeseen conditions were encountered, which required the expenditure of additional funds for redesign and changes to the construction. The actual/estimated costs for these necessary changes required an additional reprogramming request, in the amount of $2,815,000, which was approved by the Committees on Appropriations in October 1992. The remaining work of the Project is being coordinated so that the Inaugural stands can be completed.

A detailed history of the West Central Front has been included in previous justifications. In addition, Senate Report 95-338 (pp. 67-68) and House Conference Report 95-506 (pp. 8-9) include pertinent information about the past history.

RENOVATION OF THE LIBRARY OF CONGRESS JEFFERSON AND ADAMS BUILDINGS

Funding in the amount of $81,000,000 for renovation and restoration of the Jefferson and Adams Library of Congress Buildings was appropriated in the Second Supplemental Appropriations Act, 1984, (P.L.98-396). This program will provide modernized space and facilities for staff and visiting scholars, researchers and congressional staff. In addition to modernized space, mechanical, electrical, and fire and life safety improvements will be accomplished throughout both buildings. Preservation of the Jefferson Building's magnificent architectural features is also included in this program. The Adams Building will receive restoration attention, but to a lesser degree.

In addition to the $81,000,000 appropriated in fiscal year 1984, funds in the amount of $5,250,000 have been appropriated for the restoration and renovation program. These funds were appropriated for installation of bookstack sprinklers, repairs to the west terrace steps in front of the Thomas Jefferson Building and replacement of two elevators in the Thomas Jefferson Building. A detailed history of these projects has been included in previous justifications.

When the $81,000,000 was appropriated for the project, certain provisions regarding the method of work and reporting requirements were made. The construction management staff, the associate architects, and a cost control and scheduling consulting firm developed the construction phases, "packaging" strategy and milestone schedule as required.

Because of the need to keep at least one-half of both the Jefferson and Adams Buildings open and operating during the restoration and renovation, the construction work has been divided into two phases. Each of these phases is in turn separated into two major activities, alterations for interim occupancy, and construction to restore and renovate the "cleared" space in each of the buildings.

The majority of the work in each phase is being performed under contract. Other work is being performed by in-house forces. For long-term in-house work, temporary workers are hired and placed under the supervision of construction management personnel to perform the work, which is the same manner as a subcontractor would operate. Minor and short-term needs are met by members of existing work forces.

A Milestone Schedule, which was developed in November, 1984, incorporated four milestones that coincided with the end of the two interim occupancy phases and the two construction activity periods.

The Milestones and the current target dates are identified as follows:

RENOVATION OF THE LIBRARY OF CONGRESS JEFFERSON AND ADAMS BUILDINGS
(continued)

MILESTONE I - NOVEMBER 1986

This milestone occurred at the completion of the Phase I Interim Occupancy and also the alterations to the Fourth Floor of the Adams Building.

MILESTONE II - DECEMBER 1989

This milestone occurred at the completion of Phase I Construction. The majority of the work was substantially completed by December 1989. Portions of A/C Modernization, Colonnades and Art Restoration, will continue throughout the Phase II Interim Occupancy period and the Phase II Construction period without interruption; as applicable.

MILESTONE III - JANUARY 1992

This milestone occured at the completion of Phase II Interim Occupancy.

MILESTONE IV - MAY 1994

This milestone occurs at the completion of the project.

Milestone I, the Phase I Interim Occupancy, was initially delayed due to circumstances surrounding the installation of sprinkler heads which were funded in an earlier appropriation. This problem was resolved. The completion of Milestone I was further delayed and was completed in November, 1986. Other scheduled milestone dates were not affected by this minor delay. A complete Milestone I report was forwarded to the Committees on Appropriations.

Proposals were received on January 30, 1986, for Phase I Architectural, Mechanical, and Electrical work, which is the major portion of Milestone II. These proposals reflected changes and clarifications which were issued to potential offerors by Addenda Nos. 1 through 5. These addenda were issued to prequalified offerors between December 27, 1985 and January 23, 1986.

RENOVATION OF THE LIBRARY OF CONGRESS JEFFERSON AND ADAMS BUILDING
(continued)

Best and Final Offers were received on February 21, 1986. A combined (Architectural, Mechanical, Plumbing and Fire Protection, and Electrical) contract was awarded to the Grunley-Walsh Construction Company on February 26, 1986 (later changed to the Grunley-Walsh Joint Venture by novation). Notice to Proceed No. 1, which was issued on March 21, 1986, authorized the Contractor to proceed with all non-construction activities and off-site work, i.e., establishment of a field office and site work, award of subcontracts, procurement, development of schedules, processing of submittals, etc. Notice to Proceed No. 2, which was issued in August 1986, authorized the Contractor to proceed with actual Phase I construction activity which was substantially complete in December 1989. Subsequently, efforts were directed toward correcting punchlist deficiencies and the resolution of outstanding contract administrative matters. This included the finalization of change orders, submission of record drawings, operating and maintenance manuals and conducting training sessions required by contract. These requirements have since been fulfilled, and all work performed under this major Phase I construction contract has been accepted and the contract closed out.

The Grunley-Walsh Joint Venture submitted a claim to the Architect of the Capitol alleging Government caused delays in the performance of their contract work. This claim sought an extension of contract performance time and monetary compensation for the alleged delays caused by changes and suspension of work activities. Following an initial review of the Contractor's claim and the specific issues contributing to the alleged delays, the Architect of the Capitol vigorously resisted imposition of the claim in its initial form. Through serious negotiation, this matter was resolved under terms significantly different than those contained in the original claim and, as indicated earlier, this contract has been closed out.

The remaining Phase I contracts are: Colonnades, A/C Modernization, Specialty Painting, Restoration of Exterior Windows and installation of Interior Storm Windows in the Thomas Jefferson Building, procurement and installation of Interior Storm Windows in the John Adams Building, Rehabilitation and Replication of Light Fixtures and Art Restoration. The Colonnades and A/C Modernization contracts include work to be performed in Phase II areas of the project.

The Colonnades contract documents were distributed to four prequalified contractors. Proposals were received and a contract was awarded to the Grunley-Walsh Construction Company on October 1, 1987 (later changed to the Grunley-Walsh Joint Venture by novation), in the amount of $6,401,000. Notice to Proceed No. 2 was issued with an effective date of August 17, 1988. The Phase I work was deemed to be substantially complete as of July 20, 1989. It is expected that a Third Notice to Proceed, permitting commencement of the on-site Phase II portion of work under this contract, will be issued in early 1993 or as soon as same can be reasonably coordinated with the schedules of the other Phase II contracts.

RENOVATION OF THE LIBRARY OF CONGRESS JEFFERSON AND ADAMS BUILDING
(continued)

The Contractor will have three hundred calendar days after receipt of the Third Notice to Proceed to complete the remaining work under this contract.

At the request of Dr. Billington, Librarian of Congress, the portion of work referred to as Colonnade Forecourts (Phase I and II) was deleted from this contract. A new concept was developed for the Forecourts and is described as a separate activity elsewhere in this statement.

A contract for A/C Modernization was awarded to the W. G. Cornell Company, Inc., on September 15, 1987, in the amount of $6,190,000. Notice to Proceed No. 2 was issued allowing the Contractor to proceed with the on-site work. The Phase I work and option units to be modernized under this contract have been completed.

Remaining units serving the Phase II areas under this contract were made available (turn-over) to the Contractor as elements of the Second Interim Occupancy period progressed--when Library occupants have the areas which are served by air conditioning units that are to be modernized.

The "turn over" began October 1, 1991, and has progressed satisfactorily; albeit, in a sequence differing from that originally established by contract scheduling. New sequencing was necessitated by the need to make space in the Fifth Floor North Reading Room of the John Adams Building to temporarily accommodate operations dealing with the Library's "arrearages" program and to modernize units serving areas that had been vacated by Library staff. The modernization schedule was further affected by, and to the advantage of, air conditioning units that were taken out of service for emergency abatement of asbestos containing materials. All work under this air conditioning modernization contract has been substantially completed as of October 30, 1992, and finalization and close out of the contract is in progress.

Inasmuch as this contract contains provisions for Per Diem Liquidated Damages for Government caused delays, it is possible that the Contractor may construe the availability and resequencing of Phase II units as such delays and submit a claim for an extension of contract performance time and monetary compensation. If so, the Architect will work to bring any such action to a satisfactory conclusion.

Specialty Painting contract documents were distributed to twelve prequalified contractors. Proposals were received and a contract was awarded to a Joint Venture of Ben Strauss Industries/EverGreene Painting Studios on February 2, 1988, in the amount of $463,850. Notice to Proceed No. 2 was issued, allowing for the on-site work to commence. This contract was complete in December, 1989.

RENOVATION OF THE LIBRARY OF CONGRESS JEFFERSON AND ADAMS BUILDING
(continued)

An exterior window redesign study was completed by the firm of Kemnitzer, Reid and Haffler. The windows in the Jefferson Building were restored and storm windows were applied to the interior, as part of Phase I. A contract in the amount of $658,000 was awarded for this work on December 10, 1987, to the Huron Valley Glass Company. The Contractor had substantially completed the work under this contract when it was discovered that there are some instances of failure of epoxy consolidation material that was utilized in the work. These conditions have been the subject of extensive investigation and analysis by the Contractor, Subcontractor, independent Consultants and the design Consultant, Kemitzer, Reid and Haffler. Just recently, we have advised the Contractor of our position in this matter -- that the repair of the failures should be undertaken as fulfillment of contract requirements. The Architect of the Capitol will continue to work with the Contractor to resolve this matter.

Storm windows in the Adams Building have been purchased by a procurement contract, for installation by "in-house" forces. A contract was awarded to Wausau Metals Corporation on January 26, 1988, in the amount of $162,495. Delivery of the interior storm windows has been made and "in-house" forces have completed installation of the windows in the Phase I areas and installation has begun in the Phase II areas.

A contract for rehabilitation and replication of light fixtures was awarded to Heller Electric Co., Inc., on April 15, 1988, in the amount of $430,900. The work was substantially complete in May 1989 and this contract has subsequently been closed out.

Qualification questionnaires were sent to potential conservators for the Phase I Art Restoration work. After receipt and review by an in-house panel, a contract (AClc-89070) was awarded in an amount not-to-exceed $670,191 to Perry Huston and Associates, Inc., to perform the Phase I work. This work was completed in July, 1990. Since the Library of Congress decided to close the west side entrances to the Thomas Jefferson Building, a contract (AClc-90071) was awarded to Perry Huston and Associates, Inc., in an amount not-to-exceed $207,022 to perform restoration work on three murals in the Great Hall. Such work involved murals by Alexander, Pearce and Vedder in the West Main Pavilion/Great Hall, which were in the most serious stages of deterioration. This work was completed during early 1991.

As further interim work, eight (8) murals by H.O. Walker in the Great Hall have undergone restoration and conservation. This work was also performed by Perry Huston and Associates, Inc., under separate contract.

RENOVATION OF THE LIBRARY OF CONGRESS JEFFERSON AND ADAMS BUILDING
(continued)

Contract AClc-92044 was awarded to Perry Huston & Associates, Inc., under date of February 24, 1992, for the conservation of eight sets of murals in Phase II areas of the project. Since award of the contract, certain other murals have been added to the contract by Supplemental Agreement and conservation has been completed. These additional murals are located in the Main Entrance Hall of the Thomas Jefferson Building and have been conserved to complement other work underway in this area in preparation for the opening of the Vatican Exhibit during January 1993. The majority of the Phase II art conservation (eight sets) will begin in earnest as the Phase II contractor completes work and vacates areas ahead of the Art Conservator. All conservation work under this contract is scheduled for completion by May 1994.

In conjunction with the art restoration program, this office requested from Perry Huston & Associates a proposal to clean the mosaic ceiling on the First Floor of the Great Hall. This work included the vaulted ceilings, decorated in mosaic, of the North, South and East corridors of the First Floor; the two vaulted mosaic ceilings at the entrance from the Great Hall into the Main Reading Room and the mosaic domes, lunettes, and pendentives over-arching the square First Floor landings of the North and South stairwells leading to the Ground Floor. The proposal in the amount of $180,440 was considered excessive and the work was subsequently performed by the marble restoration contractor performing work on-site.

The work of Milestone III, Phase II Interim Occupancy, consists of two major items: 1) work which must be done prior to the moves and 2) the actual moves of personnel into the renovated Phase I spaces. The work is being performed by the Supervising Engineer's Office and Library of Congress Contractors. The original project summary schedule included nine (9) months for this milestone. Since some of the interim occupancy work was able to start prior to completion of Milestone II, the scheduled duration of this milestone was twenty-nine (29) months, with a scheduled completion for the moves in January 1992. Due to unforeseen problems which arose with respect to deteriorated asbestos containing insulation on air conditioning units and asbestos contamination, however, certain moves of the Library staff were compromised, thus, affecting completion of this interim occupancy. All moves were, however, completed by mid-year and all Phase II areas made available to the Contractor with the exception of photoduplication in the John Adams Building. This area will be made available as soon as possible.

The Librarian of Congress requested that the Forecourt areas at the front of the Office Colonnades be redesigned. This request was reviewed with the Appropriations Committees, who authorized proceeding with the design and construction change. The Committees stipulated that no additional monies would be appropriated, but noted that a transfer of Library of Congress monies to cover the redesign might be considered. The redesign was formulated with that understanding. The drawings were completed in

RENOVATION OF THE LIBRARY OF CONGRESS JEFFERSON AND ADAMS BUILDING
(continued)

December, 1990. Proposals and Best and Final Offers were solicited from prequalified Offerors, evaluated and a contract in the amount of $1,094,000 was awarded to Grunley Construction Company, Inc., for the Forecourt work in the Phase I areas (Basic Work). All of the Basic Work has been completed with the exception of cast iron decorative pieces at the Second Floor catwalk handrails. It is expected that this work will be completed by January 1993. In the interim, the Library is preparing to occupy the Phase I Office Colonnade and Forecourt areas. The contract contained an option for Forecourt work in the Phase II areas (Optional Work) which the Architect has exercised. The First Notice to Proceed with the Optional Work has been issued. This permits all off-site work and certain limited on-site work to commence. The Second Notice to Proceed will permit all remaining on-site work to commence. The Second Notice to Proceed is to be effective January 11, 1993, and the Contractor will have two-hundred calendar days thereafter to complete the Optional Work.

Pre-qualification questionnaires were issued to prospective Offerors for the Phase II work and subsequently documents, comprised of specifications and drawings, for Milestone IV (Phase II Construction -- Mechanical, Plumbing, Fire Protection; Electrical; Architectural Preservation (MPFP/E/AP)) were issued to prequalified Offerors and initial proposals were received on May 9, 1991 (rescheduled from March 26, 1991). Subsequent to receipt of proposals, negotiations were conducted with the Offerors and as a result, additional information clarifying and modifying the scope of work was developed and issued by Addendum. Best and Final Offers were solicited, evaluated and a contract in the amount of $18,760,000 was awarded to Grunley Construction Co., Inc., for performance of the prescribed work. A Second Notice to Proceed was issued during December 1991 and all work is scheduled for completion within 29 months thereafter; May 1994. Presently, the Contractor is maintaining the prescribed schedule and barring any unforeseen problems should complete his work on time.

The final design scheme for CCTV/Security Systems for Phase I areas and equipment control areas has been finalized and implemented; with certain modifications and system enhancements being incorporated. The Library of Congress has been working closely with the Architect of the Capitol to refine plans and eliminate problems in the system. Permanent devices and equipment is being installed and tested and the systems made operational. This work is being performed under contract by Henkels and McCoy, Inc., with supervision by the Architect's Security Engineering Division, and to a limited extent, by in-house forces. It is anticipated that this portion of the system will be fully operational by the end of December 1992. Procurement and installation of such non-fixed equipment as cameras is not part of the Renovation and Restoration funding. The Architect of the Capitol will work with the Library of Congress, as necessary, to determine how funding will be requested. Design of rough-in for systems for Phase II areas, to the extent possible, has been incorporated into MPFP/E/AP contract work. Final design for permanent devices and equipment for specific locations for these areas will be decided upon at a later date and installed as the project progresses.

RENOVATION OF THE LIBRARY OF CONGRESS JEFFERSON AND ADAMS BUILDING
(continued)

As part of the overall Renovation and Restoration program, the Coolidge Auditorium and Whittal Pavilion will undergo construction to restore architectural features, replace or upgrade existing electrical and mechanical services and will receive fire and life safety - alarm and sprinkler -- systems. The Architect has contracted with George C. Izenour, noted architectural acoustician, to perform preliminary investigations and testing of the acoustics in these areas and has received a report containing recommended actions to be taken. This information has been reviewed and a detailed program statement and cost estimate have been prepared. The scope of the proposed renovation work has been reviewed with the Library of Congress. The work in these areas will be performed during the Phase II Construction period by the Architect's in-house forces or through preparation of construction documents with award of a contract to a qualified Contractor.

Signage for both the Thomas Jefferson and John Adams Buildings will be procured by contract and installed by in-house personnel at some later date when more definite requirements can be determined.

There are two elevators in the Thomas Jefferson Building, East Main Pavilion, that are to be modernized as part of the Renovation and Restoration Program. Funds have been set aside for this activity and construction documents are being prepared.

As the project is nearing completion, it now appears that in order to complete all planned activities, the budget will be exceeded by about 4%, including a contingency. Although this increase is deemed to be well within reasonable limits, particularly since the $81 million budget was estimated in 1983, ten years ago, it is nevertheless a disappointment in the light of today's financial constraints. The increase, which is remarkably small in the light of the complications associated with the prosecution of a major, complicated restoration project over a period of ten years, results, among other things, from the absorption of a number of items over the years that were not part of the original program.

Either additional funds will have to be forthcoming, or some items in the present remaining program may have to be eliminated or postponed. Details are still being analyzed and will be available to the Committee as soon as possible.

FEDERAL JUDICIARY BUILDING

Construction of the Federal Judiciary Building (as the former Judiciary Office Building has been designated by the Commission for the Judiciary Office Building) was completed according to the original schedule, by October 1992. The building is occupied primarily by the agencies of the Judicial Branch that previously were scattered among several locations.

In addition, subject to further approval by the House and Senate Committees on Appropriations, the Senate Committee on Rules and Administration, and the House Office Building Commission pursuant to authorizing legislation, a portion of the building will be occupied by support staff offices of the Architect of the Capitol, which will vacate space in two House office buildings for this purpose. The AOC occupancy was previously directed and approved by the House Office Building Commission and the Senate Committee on Rules and Administration.

The project was developed on Capitol Grounds without the use of appropriated funds, in accordance with the Judiciary Office Building Development Act, P.L. 100-480 (October 7, 1988). The Architect of the Capitol, on behalf of the Government, has leased the land to Boston Properties, the developer, for thirty years and has also agreed to master lease the completed building for the thirty year period. In turn, the agreement by the Architect of the Capitol to pay future rent, collected from appropriations to agencies that occupy the building, was "securitized" in 1989 into investment grade securities that will be retired by the payment of rent over the thirty year period, at which time the Government will own the building outright free and clear of the leases. In essence, the Government under this process pays off its own mortgage rather than somebody else's. The proceeds of the securities sold in 1989 have been used to finance the construction, and these securities will be retired by rent payments over the thirty year lease.

The cost of construction was lower than initial estimates as a result of cost cutting value engineering policies during the design stage, and the slack in construction in the local economy. Timing on construction proved to be fortuitous, and significant cost savings from final budget estimates were realized on bids received by the Construction Manager.

Construction savings, based on amounts not expended and the interest earned on unexpended funds during the period, are now being calculated as final costs are being incurred. Such savings will be in addition to the Operating Reserve Fund created at the outset of development to cover any extraordinary expenses for renovation or major repair. This Operating Reserve Fund will be kept intact so as to obviate any need for appropriated funds for this purpose over the 30 year lease period.

FEDERAL JUDICIARY BUILDING
(continued)

In that regard it should be remembered that unlike the lease of other private sector or GSA administered buildings, the base rent in the Judiciary Office Building -- that is, the amount actually needed to amortize the indebtedness -- will remain stable over the entire 30 years of the lease and will not escalate. Operating expenses will, however, be subject to change because of inflation and other factors that may affect building operations over 30 years. Each tenant will be obligated to pay its pro rata share of operating expenses over and above the stable base rent.

The first repayment of indebtedness is due in August 1994 and equals $8,614,000, one half of the annual level payment of $17,230,000. It appears likely that savings from construction will be able to defray the August 1994 payment, which means that appropriated funds for base rent (as distinguished from operating expenses) will not be required until the amortization payment due February 15, 1995, which occurs in fiscal year 1995. Thus there will be a considerable period of "rent free" occupancy. The rent needed at that time would be $28.00 per rentable square foot (although because of the rent free period the base rent over the 30-year term is "effectively" reduced to $26.67 per rentable square foot). This base rent charge will be fixed for the 30-year term.

The annual operating expense for fiscal year 1993 is estimated to be approximately $6.65 per rentable square foot; it should be noted that a more accurate projection of operating expenses will not be possible without two years of operational experience. The operating expense for fiscal year 1994 is estimated to be $7.22 per rentable square foot, for which $475,000 in appropriated funds are required for AOC occupancy of 63,168 rentable square feet.

In that regard it should be noted further that the cost of the land for the building is not regarded as a project cost and is not being amortized by rental payments. Accordingly, the land has in effect been contributed to the project by the Legislative Branch of government, which has owned it for many decades. An independent recent appraisal of the land by a consultant to GSA appraised its value at $57,000,000, which is believed to be quite conservative. Of course, the Legislative Branch will retain the benefits of the parking that was on site prior to construction and that will be replaced by parking for Legislative Branch employees in the garage of the building.

Schedule A

ARCHITECT OF THE CAPITOL
SUMMARY
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	FY 92* ACTUAL		FY 93 ESTIMATE		FY 94 ESTIMATE		NET CHANGE 93/94	
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Activity:								
Salaries, Office of the Architect	154	7,875	151	8,144	158	9,596	7	1,452
Contingent Expenses		98		100		100		
Capitol Buildings	191	23,896	181	23,955	193	27,753	12	3,798
Capitol Grounds	82	4,975	82	5,600	85	5,748	3	148
Senate Office Buildings	591	48,626	591	47,339	591	52,758		5,419
House Office Buildings	761	31,819	761	32,387	764	47,366	3	14,979
Capitol Power Plant **	103	31,138	101	32,088	101	36,519		4,431
Library Buildings and Grounds, Structural and Mechanical Care	139	19,648	136	9,733	137	22,186	1	12,453
Botanic Garden	57	2,918	57	4,906	58	10,349	1	5,443
Total	2,078	170,993	2,060	164,252	2,087	212,375	27	48,123
2. Breakdown by Object Class:								
11 Personnel Compensation		64,510		68,325		74,554		6,229
12 Personnel Benefits		15,546		16,408		20,327		3,919
13 Benefits to Former Personnel		250		300		300		
21 Travel		20		1		1		
22 Transportation of Things								
23 Rent, Communications and Utilities		23,371		29,715		34,957		5,242
24 Printing and Reproduction								
25 Other Services		57,301		39,998		72,451		32,453
26 Supplies and Materials		6,399		6,821		7,015		194
31 Equipment		3,564		2,656		2,742		86
32 Land and Structures		22		28		28		
42 Insurance Claims and Indemnities		10						
Total		170,993		164,252		212,375		48,123

* Includes Obligations from Prior Year "No Year" Authority.

** Excludes actual reimbursements of $2,991,738 in FY 1992 and estimated reimbursements of $3,200,000 in FY 1993 and FY 1994 for furnishing steam and chilled water.

Schedule A

ARCHITECT OF THE CAPITOL
SUMMARY
BY ACTIVITY AND OBJECT CLASS
(Excluding Senate Items)

CATEGORIES	FY 92* ACTUAL		FY 93 ESTIMATE		FY 94 ESTIMATE		NET CHANGE 93/94	
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Activity:								
Salaries, Office of the Architect	154	7,875	151	8,144	158	9,596	7	1,452
Contingent Expenses		98		100		100		
Capitol Buildings	191	23,896	181	23,955	193	27,753	12	3,798
Capitol Grounds	82	4,975	82	5,600	85	5,748	3	148
House Office Buildings	761	31,819	761	32,387	764	47,366	3	14,979
Capitol Power Plant **	103	31,138	101	32,088	101	36,519		4,431
Library Buildings and Grounds, Structural and Mechanical Care	139	19,648	136	9,733	137	22,186	1	12,453
Botanic Garden	57	2,918	57	4,906	58	10,349	1	5,443
Total	1,487	122,367	1,469	116,913	1,496	159,617	27	42,704
2. Breakdown by Object Class:								
11 Personnel Compensation		47,010		49,320		54,166		4,846
12 Personnel Benefits		11,846		12,524		15,571		3,047
13 Benefits to Former Personnel		250		300		300		
21 Travel		18		1		1		
22 Transportation of Things								
23 Rent, Communications and Utilities		21,681		23,715		27,407		3,692
24 Printing and Reproduction								
25 Other Services		35,058		24,685		55,593		30,908
26 Supplies and Materials		5,288		5,562		5,755		193
31 Equipment		1,186		778		796		18
32 Land and Structures		22		28		28		
42 Insurance Claims and Indemnities		8						
Total		122,367		116,913		159,617		42,704

* Includes Obligations from Prior Year "No Year" Authority.

** Excludes actual reimbursements of $2,991,738 in FY 1992 and estimated reimbursements of $3,200,000 in FY 1993 and FY 1994 for furnishing steam and chilled water.

Schedule B

ARCHITECT OF THE CAPITOL
SUMMARY
ANALYSIS OF CHANGE TO BUDGET BASE
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.			
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Activity:												
Salaries, Office of the Architect		955					7	497			7	1,452
Contingent Expenses												
Capitol Buildings		1,088		1,588			12	1,240		1,294	12	5,210
Capitol Grounds		400		176			3	158		23	3	757
Senate Office Buildings		2,255		1,637				700		9,008		13,600
House Office Buildings	3	2,584		201				1,357		12,227	3	16,369
Capitol Power Plant		343		2,319						2,129		4,791
Library Buildings and Grounds, Structural and Mechanical Care		701		14			1	851		11,440	1	13,006
Botanic Garden		292		21			1	31		5,099	1	5,443
Total	3	8,618		5,956			24	4,834		41,220	27	60,628
2. Breakdown by Object Class:												
11 Personnel Compensation	3	4,988					24	1,260			27	6,248
12 Personnel Benefits		3,630						314				3,944
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities				5,073				100				5,173
24 Printing and Reproduction												
25 Other Services				644				3,160		40,627		44,431
26 Supplies and Materials				189								189
31 Equipment				50						593		643
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total	3	8,618		5,956			24	4,834		41,220	27	60,628

1.29

Schedule B

ARCHITECT OF THE CAPITOL
SUMMARY
ANALYSIS OF CHANGE TO BUDGET BASE BY ACTIVITY AND OBJECT CLASS

(Excludes Senate Items)

CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.			
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Activity:												
Salaries, Office of the Architect		955					7	497			7	1,452
Contingent Expenses												
Capitol Buildings		1,088		1,588			12	1,240		1,294	12	5,210
Capitol Grounds		400		176			3	158		23	3	757
House Office Buildings	3	2,584		201				1,357		12,227	3	16,369
Capitol Power Plant		343		2,319						2,129	0	4,791
Library Buildings and Grounds, Structural and Mechanical Care		701		14			1	851		11,440	1	13,006
Botanic Garden		292		21			1	31		5,099	1	5,443
Total	3	6,363		4,319			24	4,134		32,212	27	47,028
2. Breakdown by Object Class:												
11 Personnel Compensation	3	3,605					24	1,260			27	4,865
12 Personnel Benefits		2,758						314				3,072
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities				3,523				100				3,623
24 Printing and Reproduction												
25 Other Services				601				2,460		32,119		35,180
26 Supplies and Materials				189								189
31 Equipment				6						93		99
32 Land and Structures												
Total	3	6,363		4,319			24	4,134		32,212	27	47,028

1.30

Schedule P

ARCHITECT OF THE CAPITOL
Summary
Detailed Analysis of Priority by Appropriation
(Including Senate Office Buildings)

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1993	2,060	164,252
Estimated reimbursements		3,200
Minus: Nonrecurring costs		(12,505)
Budget Base, 1994	2,060	154,947
	1994 Request	
I. Adjustments to Base	Staff	Amount ($000)
— NONDISCRETIONARY	3	14,484
— CRITICAL	12	29,893
— HIGHLY DESIRABLE	8	11,639
— DESIRABLE	4	4,612
II.Net Increase/Decrease Requested	27	60,628
III. Estimated Reimbursement	...	(3,200)
III. Total Appropriation Request, 1994	2,087	212,375

Schedule P

ARCHITECT OF THE CAPITOL
Summary
Detailed Analysis of Priority by Appropriation
(Excluding Senate Office Buildings)

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1993	1,469	116,913
Estimated reimbursements		3,200
Minus: Nonrecurring costs		(4,324)
Budget Base, 1994	1,469	115,789
	1994 Request	
I. Adjustments to Base	Staff	Amount ($000)
— NONDISCRETIONARY	3	10,679
— CRITICAL	12	27,206
— HIGHLY DESIRABLE	8	5,156
— DESIRABLE	4	3,987
II.Net Increase/Decrease Requested	27	47,028
III. Estimated Reimbursement	...	(3,200)
III. Total Appropriation Request, 1994	1,496	159,617

ARCHITECT OF THE CAPITOL
Salaries

Estimate 1994
Summary
Salaries, Architect of the Capitol

Salaries, Office of the Architect
Summary

	Positions	Amount	Positions	Amount
1993 Appropriation in annual act			151	$ 8,144,000
Total Appropriation 1993			151	$ 8,144,000
1993 Nonrecurring Deductions				
None				
Total 1993 Nonrecurring Deductions			...	.....
Total 1994 Base			151	$ 8,144,000
Increases				
Mandatory Items				
Within-grade Promotions, Wage Board Employees	...	$ 39,000		
Within-grade Salary Advancements and Other Changes, GS Employees	...	204,000		
Night Differential	...	1,000		
Wage Rate Increases, Wage Board Employees, January, 1993 pay raise	...	17,000		
Increased Civilian Pay Act Cost, January, 1993	...	72,000		
Wage Rate Increases, Wage Board Employees, January, 1994 pay raise	...	27,000		

Estimate 1994
Summary
Salaries, Architect of the Capitol

Salaries, Office of the Architect
Summary

	Positions	Amount	Positions	Amount
Increases (continued)				
Mandatory Items (continued)				
Increased Civilian Pay Cost, January, 1994	...	$ 112,000		
Contribution to Retirement Funds	...	267,000		
Contribution to Health Benefits Funds	...	34,000		
Locality Pay	...	182,000		
Total Mandatory Items			...	955,000
New Positions				
GS-14 Structural Engineer	1	$ 73,000		
GS-12 Architectural Historian	1	47,000		
GS-12 Interior Design Specialist	1	47,000		
Statutory Assistant to the Assistant Architect	1	81,000		
Related Benefits, New Positions	...	97,000		
Total New Positions			4	345,000
Restoration of Abolished Positions				
GS-12 Air Conditioning Engineer	1	$ 68,000		
WG-12 Electronics Technician	1	53,000		
WG-5 Laborer (Flag Office)	1	31,000		
Total, Restoration of Abolished Positions			3	152,000
Total Increases			7	$ 1,452,000
Total Estimate for 1994			158	$ 9,596,000

SALARIES, OFFICE OF THE ARCHITECT -- (Net Increase for 1994...........$1,452,000)

1993 Appropriation in annual act	$ 8,144,000

Deductions - Nonrecurring Items

None

Base for 1994	$ 8,144,000

Increases

MANDATORY ITEMS

Within-grade Promotions, Wage board employees	$ 39,000
Within-grade salary advancements and other changes, GS employees	204,000
Night differential	1,000
Wage Rate increases, wage board employees, January, 1993 pay raise	17,000
Increased civilian pay act cost, January, 1993	72,000
Wage rate increases, wage board employees, January, 1994 pay raise	27,000
Increased civilian pay cost, January, 1994	112,000
Contribution to retirement funds	267,000
Contribution to employees health benefits funds	34,000
Locality pay	182,000
Total Increase - MANDATORY ITEMS	$ 955,000

NEW POSITIONS - REQUESTED

1	GS-14	Structural Engineer	$ 73,000
1	GS-12	Architectural Historian	47,000
1	GS-12	Interior Design Specialist	47,000
1	Statutory	Assistant to the Assistant Architect	81,000
		Related Benefits, New Positions	97,000
		Total - 4 new positions @ annual cost of	$ 345,000

1 - STRUCTURAL ENGINEER, GS - 14: This position is essential to the proper overall management of facilities in the Capitol complex. Unexpected potential problems with structural implications are frequently uncovered by maintenance staff, and all major projects that affect existing and new structures require the participation of the Structural Engineer. This position has existed for a minimum of 30

Increases (continued)

NEW POSITIONS - REQUESTED (continued)

1 - STRUCTURAL ENGINEER, GS - 14 (continued): years as a temporary position charged against various construction projects, but it has long been clear that a permanent need exists for a staff structural engineer.

The Structural Engineer is involved in all projects requiring structural engineering input. He participates in projects from conception through completion of construction. He functions as an evaluator, designer, specifier, report writer, consultant, reviewer and inspector depending on the needs of the project. He provides engineering support for the Architecture Division, the Engineering Division, the Building Superintendents, the Construction Management Division and the Capitol Power Plant. He is responsible for the structural aspects of all projects. He is capable of working alone on several projects but also supervises a staff on larger projects. He manages larger projects that are primarily structural in nature. Such management involves establishing a scope of work, participating in interviewing and recommending the selection of consultants, negotiating consultant fees, coordination of the consultant's efforts with the AOC staff, assisting in obtaining funding for the projects and approval of payments to the consultants.

Recent and current projects:

- conservation of the Statue of Freedom
- repairs to the House East Monumental Stair
- Cannon House Office Building Terrace repairs and waterproofing
- repairs and waterproofing for the U.S. Capitol Dome
- repairs to the Rayburn House Office Building Waterproofing
- new loading dock infill, Jefferson Library Building
- new House publishing facility
- new U.S. Botanic Garden nursery facility located at D.C. Village
- Conservatory study and Palm House demolition, U.S. Botanic Garden
- terrace repair and restoration, U.S. Supreme Court

Estimate 1994
Salaries, Architect of the Capitol

Increases (continued)

NEW POSITIONS - REQUESTED (continued)

1 - STRUCTURAL ENGINEER, GS - 14 (continued):

- elevator rehabilitation projects in House and Senate buildings
- renovation of the Capitol Building "Document Room"
- terrace infill, repair and renovation, U.S. Capitol
- survey and repair of concrete parking structures, House Office Buildings.
- various projects for the U.S. Capitol Power Plant

1 - ARCHITECTURAL HISTORIAN, GS - 12: This position is essential for the historic preservation and research of the facilities in the Capitol complex. The Historian, working closely with the Curator, provides scholarly building documentation for use by the Architecture and Engineering Divisions. Proper care of historic buildings requires the preservation skills provided by the Historian. He researches and writes historic structures reports, and provides educational services through writing, public speaking, exhibits and publications. Historically appropriate designs are prepared by the Historian for restoration and other improvement projects. The Historian also provides overall scholarly support throughout the agency.

Until approximately 15 years ago, the responsibilities were accommodated by the Curator on an as needed basis. At that time, the duties of both positions had grown so that a distinct Architectural Historian position was created as a temporary position charged against various construction projects. It has become clear in the ensuing years that a permanent need exists for a staff architectural historian.

Recent and current projects:

- authored "The United States Capitol: A Brief Architectural History," published in commemoration of the 200th Anniversary of the United States Congress; first printing of 50,000 copies in 1990.
- authored "The Dome of the United States Capitol: An Architectural History;" first printing of 15,000 copies ordered by the Congress in 1991.

Estimate 1994
Salaries, Architect of the Capitol

Increases (continued)

NEW POSITIONS - REQUESTED (continued)

1 - ARCHITECTURAL HISTORIAN, GS - 12 (continued):

- prepared unpublished report for the Speaker of the House, laying the groundwork for the possible restoration of the House Chamber; entitled "Thomas U. Walter's Hall of the House of Representatives: An Architectural Description of a Lost Masterpiece."
- designed ceiling decoration in the restoration of the Russell Senate Office Building Rotunda and Caucus Room.
- designed color scheme of committee meeting room, including:
  - Interior and Insular Affairs, Longworth House Office Building;
  - Ways and Means, Longworth House Office Building;
  - Armed Services, Russell Senate Office Building;
  - Veterans' Affairs, Cannon House Office Building.
- consulted on U.S. Capitol West Central Front restoration and West Terraces restoration and infills projects.
- consulted on the restoration of the Statue of Freedom, U.S. Capitol Dome.
- consulted on color design and restorations of several spaces in the U.S. Capitol, including: Rooms S143 and S125; House Majority Leader's Suite; the Board of Education Room H128; the Senate Chamber; the LBJ Room S211, and the Secretary of the Senate Room S312.
- participates actively in discussions of publications, ceremonies, exhibits and related activities being planned for the 1993 Bicentennial of the U.S. Capitol; will write a comprehensive history of the U.S. Capitol as a major contribution to the Bicentennial celebration of the building (project supported by the U.S. Capitol Preservation Commission).
- lends special expertise to outside organizations and governmental groups interested in the Capitol and Congress such as the "Washingtonian Project" for the Library of Congress or The Encyclopedia of The United States Congress, a project of the Commission on the Bicentennial of the United Constitution.

Increases (continued)

NEW POSITIONS - REQUESTED (continued)

1 - INTERIOR DESIGN SPECIALIST, GS - 12: The Interior Design Specialist provides Interior Design services for Members of Congress, Congressional Committees and their staffs and is responsible for the technical direction of all interior design projects. This involves advance planning, organizing, scheduling, coordinating, controlling and furnishing technical guidance to staff architects on assigned projects. Work includes performing or managing assignments related to the design of interior environments in order to promote productivity, health and welfare among Members and staff and/or the health and welfare of the public. Interior design involves investigating, identifying and documenting client needs; analyzing needs, proposing options and, working with the client, developing specific solutions; developing design documents, including contract working drawings and specifications; and, as appropriate, managing design projects performed in-house or by contract.

Although the present position is a temporary position charged against various construction projects, there is a permanent need for a staff interior design specialist. This permanent need is made more critical because of the need to assure that Congressional staff can make use of limited space in the most appropriate, efficient, and cost effective manner.

Recent and current projects:

- Speaker's Offices
  (Personal, Ceremonial, Conference, Dining Room)
- Majority Leader's Offices
- Members' Dining Rooms (House)
- Senate Chamber
- Russell Caucus Room
- Vice President's Office
- U.S. Capitol Room H-128
- Supreme Court Reception Rooms
- Majority Whip Offices
- Majority Leader's Offices
- Modular Furniture Studies
- Senators' Offices

Increases (continued)

NEW POSITIONS - REQUESTED (continued)

1 - ASSISTANT TO THE ASSISTANT ARCHITECT, Statutory: The Assistant to the Assistant Architect of the Capitol provides overall management for special projects in the Office of the Assistant Architect, prepares authoritative technical and design reports related to selected projects, and coordinates the work of staff and consultants toward the completion of and appropriate communication about these projects. He assists in the management, operation and direction of the architecture, technical support and construction management activities and the general business affairs of the Office of the Assistant Architect. He manages the budgeting process in the Office of the Assistant Architect, the professional services contract process, and the project scheduling and reporting process. He promotes mutual cooperation and open internal communication in activities which can be enhanced and made more efficient as a result. He develops and recommends new management guidelines and procedures aimed at enhancing the operation of the Office of the Assistant Architect.

Inasmuch as these responsibilities likely will increase and not diminish, a permanent staff position is requested to meet these duties.

Recent and current projects:

- researched and prepared internal report on site planning and other design options for the proposed Capitol Visitor Center that drew from findings of several prior studies; assisted in the coordination and management of the Visitor Center conceptual design process (physical facility plus interactive information network to be installed in facility); will continue to coordinate the design of the physical and information elements of the project subject to funding.
- managed House office buildings study to determine the feasibility of courtyard additions; this included organizing a special advisory panel of recognized architects and an exploratory design and evaluation session, researching results of the session, co-authoring the appendix to the final report, and editing and publishing the final report.

Estimate 1994
Salaries, Architect of the Capitol

Increases (continued)

NEW POSITIONS - REQUESTED (continued)

1 - ASSISTANT TO THE ASSISTANT ARCHITECT, Statutory (continued):

- developed a reporting program that communicates project progress and client contacts to the Architect and the Assistant Architect; continues efforts to improve project scheduling, man-hour data and progress reporting systems.
- prepared recommendations of the nation's top acoustical consultents for the Library of Congress; continues to manage the design of renovations of the Coolidge Auditorium, Whittall Pavilion and Recording Studio in the Jefferson Library Building.
- represented the Architect on the Library of Congress management team that guided the design competition for the Library's proposed "Discovery Center" to be installed in the James Madison Library Building.
- prepares recommendations for improving building signage throughout the Capitol Complex.
- serves as AOC project manager for the redesign of the U.S. Botanic Garden Conservatory.
- serves as AOC project manager for the Americans with Disabilities Act (ADA) Accessibility Program for the Capitol Complex.
- assists in the management of a number of important and urgent projects, including the partial dismantling of the U.S. Botanic Garden Palm House, the elimination of leaks in the dome of the U.S. Capitol and the Rayburn and Cannon House Office Buildings, and the conservation of the Statue of Freedom.
- participates actively in discussions of publications, exhibits and related activities being planned for the 1993 Bicentennial of the U.S. Capitol, and negotiates with representatives of the American Institute of Architects on a related school children's education program centered on the Bicentennial and the role of the U. S. Congress.

Total Increase - NEW POSITIONS............................$ 345,000

Estimate 1994
Salaries, Architect of the Capitol

Increases (continued)

OTHER INCREASES - RESTORATION OF ABOLISHED POSITIONS

Restoration of Abolished Positions		
GS-12 Air Conditioning Engineer.................	1	$ 68,000
WG-12 Electronics Technician....................	1	53,000
WG-5 Laborer (Flag Office)......................	1	31,000
Total, Restoration of Abolished Positions....	3	152,000
Restoration of Abolished Positions......................	3	$ 152,000

In fiscal year 1993, three positions were reduced from the permanent authorized total of 154, resulting in a total authorized strength of 151 permanent positions for the "Salaries" appropriation.

This level of staffing cuts will seriously affect the ability to provide essential services to the Congress, its staff and the visitors to the Capitol complex. At the time these reductions were effected, there were three vacant positions available to abolish: a GS-12 air conditioning engineer position, a WG-12 electronics technician position, and a WG-5 laborer position assigned to the Flag Office.

Although this reduction appears to be relatively modest, it affects the ability to maintain an efficient central management staff and related service staff. In the past ten years, over 1.5 million square feet of space have been added to the Capitol complex and over seven acres have been added to the Capitol Grounds. In addition, new functions have been added to the Architect's mission such as waste recycling, telecommunications, lease management, electronics security, and occupational and work place safety and accessibility. This reduction will weaken the ability to coordinate and manage all the diverse activities for which the office is responsible.

It is essential to restore the three positions that were abolished.

Increases (continued)

OTHER INCREASES - RESTORATION OF ABOLISHED POSITIONS (continued)

Over the past several years, many of the air conditioning systems throughout the Capitol complex have undergone a comprehensive renovation program that in part has been designed and wholly managed by the air conditioning engineering division. Complex new programs, such as assistance to energy management and conservation systems and indoor air quality surveys, have increased the workload for this activity. Throughout the complex, as new office systems such as computers and telecommunications are upgraded, additional air conditioning loads are required. The air conditioning engineering division must then design adjustments to the existing systems or develop new solutions to the cooling needs. As office configurations are changed to accommodate the needs of Members and Senators, the air conditioning systems must also be adjusted to ensure constant and even cooling of those changed spaces. Restoration of the air conditioning engineer is thus essential.

Restoration of the abolished electronics technician is also critical. In fiscal year 1989, fifteen new positions were requested for the electronics engineering division due to increased needs such as maintenance of the emitter detection system, electronic fire and smoke alarm systems, and security systems. Instead of new positions, an amount was allowed to provide contractual maintenance of the electronic systems. This contractual program has been workable, but it is essential that the contractual maintenance workers be supervised by permanent staff. Quality and inspection control, as well as security concerns, require that supervision is available at all times. Thus, restoration of this electronics technician is considered to be necessary.

Increases (continued)

OTHER INCREASES - RESTORATION OF ABOLISHED POSITIONS (continued)

Finally, restoration of the laborer assigned to assist in the flag office functions is needed. Flag flying operations have increased significantly over the past several years. In calendar year 1988, a total of 114,151 flags were flown. In calendar 1991, a total of 154,224 flags were flown, an increase of 40,073 flags, or 35% more flags. In the same time, the permanent authorized staffing has remained constant at seven positions. Restoring the laborer position assigned to the flag operations is thus critical to continue providing this essential service to the Congress on a timely basis.

In summary, restoration of these positions is requested in order to continue operations at the current services level.

TOTAL INCREASES	$ 1,452,000
Total Estimate for 1994	$ 9,596,000

Schedule A

ARCHITECT OF THE CAPITOL
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	FY 92* ACTUAL		FY 93 ESTIMATE		FY 94 ESTIMATE		NET CHANGE 93/94	
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Activity:								
Salaries, Office of the Architect	154	7,875	151	8,144	158	9,596	7	1,452
Total	154	7,875	151	8,144	158	9,596	7	1,452
2. Breakdown by Object Class:								
11 Personnel Compensation		6,625		6,848		7,802		954
12 Personnel Benefits		1,250		1,296		1,794		498
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications and Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims and Indemnities								
Total		7,875		8,144		9,596		1,452

* Includes Obligations from Prior Year "No Year" Authority.

Schedule B

ARCHITECT OF THE CAPITOL
ANALYSIS OF CHANGE TO BUDGET BASE
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.			
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Activity:												
Salaries, Office of the Architect		955					7	497			7	1,452
Total		955					7	497			7	1,452
2. Breakdown by Object Class:												
11 Personnel Compensation		597					7	357			7	954
12 Personnel Benefits		358						140				498
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		955					7	497			7	1,452

Schedule C

ARCHITECT OF THE CAPITOL
Salaries
Detailed Analysis of Change by Appropriation

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1993	151	8,144
Minus: Nonrecurring costs		...
Budget Base, 1994	151	8,144

	1994 Request	
I. Adjustments to Base	Staff	Amount ($000)
A. Mandatory Pay and Related Costs	...	955
1. Within-grade Salary Advancements and Other Changes		243
2. Annualization of January 1993 Pay Raise		89
3. January 1994 Pay Raise		139
4. Night Differential Pay		1
5. Contribution to Retirement Funds		267
6. Contribution to Health Benefit Funds		34
7. Locality Pay		182
B. Price Level Changes	...	...
C. Program Type Changes		
1. Legislation	...	...
2. Workload	7	497
a. Convert Temp. Positions to Permanent	4	345
b. Restoration of Abolished Positions	3	152
3. Equipment, Alterations, Maintenance,	...	...
II.Net Increase/Decrease Requested	7	1,452
III. Total Appropriation Request, 1994	158	9,596

Schedule P

ARCHITECT OF THE CAPITOL
Salaries
Detailed Analysis of Priority by Appropriation

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1993	151	8,144
Minus: Nonrecurring costs		...
Budget Base, 1994	151	8,144
	1994 Request	
I. Adjustments to Base	Staff	Amount ($000)
— NONDISCRETIONARY	...	955
- Mandatory Pay and Related Costs		955
— CRITICAL	...	...
— HIGHLY DESIRABLE	4	345
- Convert four temporary positions to permanent	4	345
— DESIRABLE	3	152
- Restoration of abolished positions	3	152
II.Net Increase/Decrease Requested	7	1,452
III. Total Appropriation Request, 1994	158	9,596

ARCHITECT OF THE CAPITOL
Salaries

Program and Financing (in thousands of dollars)

Identification code 01-0100-0-1-801		1992 actual	1993 est.	1994 est.
	Program by activities:			
10.00	Total obligations	7,875	8,144	9,596
	Financing:			
25.00	Unobligated balance expiring	269	....	....
39.00	**Budget authority**	**8,144**	**8,144**	**9,596**
	Budget authority:			
	Current			
40.00	**Appropriation**	**7,858**	**8,144**	**9,596**
	Permanent.			
65.00	**Advance appropriation**	**286**	....	....
	Relation of obligations to outlays:			
71.00	Total obligations	7,875	8,144	9,596
72.40	Obligated balance, start of year	430	550	814
74.40	Obligated balance, end of year	−550	−814	−960
77.00	Adjustments in expired accounts	6	....	....
90.00	Outlays	7,761	7,880	9,450

Object Classification (in thousands of dollars)

Identification code 01-0100-0-1-801		1992 actual	1993 est.	1994 est.
	Personnel compensation:			
11.1	Full-time permanent	6,355	6,561	7,501
11.3	Other than full-time permanent	2	....	....
11.5	Other personnel compensation	268	287	301
11.9	Total personnel compensation	6,625	6,848	7,802
12.1	Civilian personnel benefits	1,250	1,296	1,794
99.9	Total obligations	7,875	8,144	9,596

Personnel Summary

Identification code 01-0100-0-1-801	1992 actual	1993 est.	1994 est.
Total compensable workyears.			
Full-time equivalent employment	153	146	157
Full-time equivalent of overtime and holiday hours	5	5	4

[Clerk's note.—The Program and Finance and Object Class tables reflect the budget justifications as submitted to the Subcommittee. Please check Appendix to the President's FY94 Budget for any changes that may be made subsequent to the January 1993 submission to the Subcommittee.]

Travel Limitations

LIMITATION ON TRAVEL EXPENSES.. $ 50,000

This is not an appropriation but a limitation on the total amount under all funds which may be expended by the Architect of the Capitol in any one fiscal year for travel. Travel is done in connection with public works and other construction projects; purchase, repair, or improvement of equipment; training; and visits to nurseries to inspect plant material. The amount of travel varies from time to time and is determined by the extent of the workload placed upon the Architect of the Capitol from year to year. The annual limitation of $20,000 remained unchanged from fiscal year 1961 to fiscal year 1988, when it was reduced to $10,000. In fiscal year 1989 the limitation was returned to $20,000 in order to permit adequate flexibility in permitting staff to travel when needed, and remained at that level until fiscal year 1992, when it was increased to $50,000. The increase was allowed to provide for the travel necessary as a result of conversion of the AOC payroll/personnel system to the National Finance Center, which is located in New Orleans, Louisiana. For fiscal year 1994, the $50,000 limitation is requested to be continued. This limitation will not require additional appropriations, as funding for travel is allotted from existing resources.

ARCHITECT OF THE CAPITOL

Contingent Expenses

Estimate 1994
Summary
Contingent Expenses

Contingent Expenses
Summary

	Positions	Amount
1993 Appropriation	...	$ 100,000
Total appropriation 1993	...	$ 100,000
1993 Nonrecurring Deductions		
None		
Total 1993 Nonrecurring Deductions	...	.....
Total 1994 Base	...	$ 100,000
Increases		
None		
1994 Total Appropriation Request	...	$ 100,000

CONTINGENT EXPENSES -- (No increase for 1994)

1993 Appropriation in annual act	$ 100,000
Total appropriation 1993	$ 100,000
Base for 1994	$ 100,000
Increases	
None	
Total Estimate for 1994	$ 100,000

An appropriation for "Contingent Expenses" has been provided annually since 1956 to enable the Architect to make surveys and studies, and to meet unforeseen expenses in connection with activities under the care of the Architect of the Capitol. Rental of warehouse space and related expenses as authorized by the Act of December 13, 1973 (87 Stat. 704) were funded in this appropriation until fiscal year 1986. In fiscal year 1987 the authority was transferred to the "Capitol Buildings" appropriation.

In fiscal year 1993, $100,000 was allowed for this appropriation, but not on the "No Year" basis upon which it had been requested. This amount is again requested on a "No Year" basis for fiscal year 1994. These funds must be appropriated for fiscal year 1994 to meet the needs for which this appropriation is made.

In addition to the fiscal year 1992 appropriation of $100,000, $122,602 of prior "No Year" funding was available for obligation in fiscal year 1992 for a total of $222,602.

Estimate 1994
Contingent Expenses (continued)

Of the $222,602 available during fiscal year 1992, $98,450 was obligated and $19,302 was allotted but not yet obligated as follows:

Contingent Expenses	Obligations	Funds Allotted but not yet Obligated
U.S. Capitol Cornerstone Location	$	$ 1,875
Study to Improve Artifical Lighting	63	.....
Appraisal of Square 695	700	.....
Investigation of Water Infiltration, Capitol Dome	8,115	17,427
Air Quality Testing	15,000	.....
Appraisals of Lot Nos. 6 and 8, E Street, S.E.	500	.....
Property Appraisal at 300 4th Street, N.E.	7,500	.....
Consulting Fee, Cyclical Maintenance Funding	1,487	.....
Appraisal of Lots 34 and 35 in Square 758	4,500	.....
Management Study for the Senate Restaurant	60,585	.....
Total	$ 98,450	$ 19,302

As of September 30, 1992, $124,152 in prior year "No Year" funds remained available for obligation during fiscal year 1993. Of these funds remaining available for obligation, a total of $19,302 has been allotted for specific projects but has not yet been obligated. This leaves a balance of only $104,850 for new projects as of September 30, 1992. This amount has been augmented by the $100,000 allowed for fiscal year 1993. Thus there is a total of approximately $204,850 available for unforeseen expenses and surveys and studies in fiscal year 1993.

Schedule A

ARCHITECT OF THE CAPITOL
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	FY 92* ACTUAL		FY 93 ESTIMATE		FY 94 ESTIMATE		NET CHANGE 93/94	
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Activity:								
Contingent Expenses		98		100		100		
Total		98		100		100		
2. Breakdown by Object Class:								
11 Personnel Compensation								
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications and Utilities								
24 Printing and Reproduction								
25 Other Services		98		100		100		
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims and Indemnities								
Total		98		100		100		

* Includes Obligations from Prior Year "No Year" Authority

Schedule B

ARCHITECT OF THE CAPITOL
ANALYSIS OF CHANGE TO BUDGET BASE
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.			
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Activity:												
Contingent Expenses												
Total												
2. Breakdown by Object Class:												
11 Personnel Compensation												
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total												

Schedule C

ARCHITECT OF THE CAPITOL
Contingent Expenses
Detailed Analysis of Change by Appropriation

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1993	...	100
Minus: Nonrecurring costs		
Budget Base, 1994	...	100
	1994 Request	
I. Adjustments to Base	Staff	Amount ($000)
A. Mandatory Pay and Related Costs	...	...
B. Price Level Changes	...	...
C. Program Type Changes 1. Legislation	...	...
2. Workload	...	...
3. Equipment, Alterations, Maintenance,	...	...
II. Net Increase/Decrease Requested	...	...
III. Total Appropriation Request, 1994	...	100

4.6

Schedule P

ARCHITECT OF THE CAPITOL
Contingent Expenses
Detailed Analysis of Priority by Appropriation

	Calculation of Base Staff	 Amount ($000)
Appropriation, 1993	...	100
Minus: Nonrecurring costs		...
Budget Base, 1994	...	100
	1994 Request Staff	 Amount ($000)
I. Adjustments to Base		
— NONDISCRETIONARY	...	...
— CRITICAL	...	...
— HIGHLY DESIRABLE	...	...
— DESIRABLE	...	...
II.Net Increase/Decrease Requested	...	...
III. Total Appropriation Request, 1994	...	100

4.7

ARCHITECT OF THE CAPITOL
Contingent Expenses

Program and Financing (in thousands of dollars)

Identification code 01-0102-0-1-801		1992 actual	1993 est.	1994 est.
	Program by activities:			
10.00	Total obligations (object class 25.2)	98	224	100
	Financing:			
21.40	Unobligated balance available, start of year	−123	−124	
24.40	Unobligated balance available, end of year	124		
40.00	**Budget authority (appropriation)**	100	100	100
	Relation of obligations to outlays:			
71.00	Total obligations	98	224	100
72.40	Obligated balance, start of year	32	71	
74.40	Obligated balance, end of year	−71		
90.00	Outlays	59	295	100

[Clerk's note.—The Program and Finance and Object Class tables reflect the budget justifications as submitted to the Subcommittee. Please check Appendix to the President's FY94 Budget for any changes that may be made subsequent to the January 1993 submission to the Subcommittee.]

OBJECT CLASSIFICATION

[In thousands of dollars]

Item	1992 actual	1993 estimate	1994 estimate
25.2 Other services:			
Investigation of water infiltration, Capitol Dome	$8		
Appraisal of Square 695	1		
Air quality testing	15		
Appraisals of lot nos. 6 & 8, E St., S.E.	1		
Property appraisal at 30 Fourth St., N.E.	7		
Consulting fee, cyclical maintenance funding	1		
Appraisal of lots 34 & 35 in Square 758	4		
Management study for the Senate restaurant	61		
Total, other services	$98	$295	$100

Estimate 1994
Summary
Capitol Buildings

Capitol Buildings
Summary

	Positions	Amount	Positions	Amount
1993 Appropriation in annual act			181	$ 23,955,000
1993 Nonrecurring Deductions				
Construction of Police Explosives Storage Facility	...	$ 15,000		
Security Equipment for Post Office Building	...	40,000		
X-Ray Equipment for Ford House Office Building	...	100,000		
Modifications to Power Plant Security Syatem	...	200,000		
CAPNET - LBTN Fiber Backbone	...	245,000		
Renovate Senate Restaurant Pantry	...	400,000		
Roof Replacement, House Side, East Front	...	412,000		
Total 1993 Nonrecurring Deduccions		......	...	(-) 1,412,000
Total 1994 Base			181	$ 22,543,000
Increases				
Mandatory Items				
Within-grade Salary Advancements and Other Changes, GS Employees		$ 30,000		
Night Differential	...	4,000		
Wage Rate Increases, Wage Board employees, January, 1993 pay raise		59,000		
Increased Civilian Pay Act Cost, January, 1993	...	18,000		
Wage Rate Increases, Wage Board Employees, January 1994 Pay Raise		103,000		

Capitol Buildings
Summary
(continued)

	Positions	Amount	Positions	Amount
Increases				
Mandatory Items (continued)				
Increase Civilian Pay Cost, January 1994	...	$ 33,000		
Contribution to Retirement Funds	...	365,000		
Contribution to Health Benefits Funds	...	38,000		
Contribution to Employees Compensation Fund	...	259,000		
Locality Pay	...	179,000		
Total Mandatory Items			...	1,088,000
New Positions				
Labor Division				
WG-4 Laborer - Day	4	$ 113,000		
WG-3 Laborer - Night	3	86,000		
Total New Positions			7	199,000
Restoration of Abolished Positions				
WG-10 Air Conditioning Equipment Mechanic	3	$ 135,000		
WG-9 Painter	1	45,000		
WG-11 Elevator Mechanic	1	51,000		
Total, Restoration of Abolished Positions			5	231,000
Annual Recurring Maintenance				
Penalty Mail	...	$ 5,000		
Rental of Warehouse Space	...	154,000		

Estimate 1994
Summary
Capitol Buildings (continued)

Capitol Buildings
Summary
(continued)

	Positions	Amount	Positions	Amount
Annual Recurring Maintenance (continued)				
Leased Space in the Federal Judiciary Building	...	$1,360,000		
General Annual Repairs	...	78,000		
Maintenance of Air Conditioning Systems	...	20,000		
Exterior Pointing and Caulking	...	4,000		
Asbestos Abatement	...	6,000		
EMCS Operations and Maintenance	...	20,000		
Environmental Surveys and Monitoring	...	210,000		
Supplies and Materials	...	41,000		
Total Annual Recurring Maintenance			...	1,898,000
Nonrecurring Items				
Cyclical Maintenance				
Conservation of Wall Paintings	...	$ 100,000		
Upgrade Capitol Complex X-Ray Machines	...	300,000		
Replace Electrical Power Branch 1976 Truck	...	22,000		
Improvements to Air Conditioning Systems, Senate Terraces	...	126,000		
Total Cyclical Maintenance	...	$ 548,000		
Continuing and Initiating Other Programs				
Complex-Wide Fire Signaling System	...	$ 221,000		
CAD Data Base Development - Grounds	...	75,000		
Americans with Disabilities Act Requirements	...	500,000		
Replace and Upgrade Underground Storage Tanks	...	450,000		
Total Continuing and Initiating Other Programs	...	$ 1,246,000		
Total Nonrecurring Items			...	$ 1,794,000
Total Increases			12	5,210,000
Total Estimate for 1994			193	$27,753,000

CAPITOL BUILDINGS -- (Net Increase for 1994.........$3,798,000)

1993 Appropriation in annual act		$ 23,955,000
Deductions - Nonrecurring Items		
Construction of Police Explosives Storage Facility	$ 15,000	
Security Equipment for Post Office Building	40,000	
X-Ray Equipment for Ford House Office Building	100,000	
Modifications to Power Plant Security System	200,000	
CAPNET - LBTN Fiber Backbone	245,000	
Renovate Senate Restaurant Pantry	400,000	
Roof Replacement, House Side, East Front	412,000	(-) 1,412,000
Base for 1994		$ 22,543,000

Increases

MANDATORY ITEMS

Within-grade salary advancements and other changes, GS employees	$ 30,000
Night differential	4,000
Wage rate increases, wage board employees, January, 1993 pay raise	59,000
Increased civilian pay act cost, January, 1993	18,000
Wage rate increases, wage board employees, January 1994 pay raise	103,000
Increase civilian pay cost, January 1994	33,000
Contribution to retirement funds	365,000
Contribution to health benefits funds	38,000
Contributions to employees compensation fund	259,000
Locality pay	179,000
Total Increase - MANDATORY ITEMS	$1,088,000

Estimate 1994
Capitol Buildings

Increases (continued)

NEW POSITIONS - REQUESTED

Labor Division	
4 WG-4 Laborer - Day	$ 113,000
3 WG-3 Laborer - Night	86,000
Total - 7 new positions @ annual cost of	$ 199,000

Labor Division

4 - LABORER - DAY, WG - 4: There is a need to increase the staff assigned to cleaning the House side of the Capitol Building due to the expanded space provided by the Courtyard Infill project as well as the increased workload demands placed on the labor division during normal operating hours. The number of requests for service by the labor division has increased dramatically over the past several years.

The day labor division provides multiple services to the occupants of the Capitol Building. They are responsible for a wide variety of maintenance, cleaning, and other services during their tour of duty. Each day, staff from the day labor division are responsible for delivering fresh ice, setting up and cleaning rooms for special functions in the Capitol, assisting the flag flying operation, responding to emergency cleaning calls, providing special assistance for maintenance shops in their work when needed, cleaning the exterior and interior windows, chandeliers, marble and woodwork, responding to emergency cleaning calls, providing special assistance for maintenance and project oriented consultants, as in the case of erecting and moving scaffolding for art conservators, and other functions. The night labor division performs most of the general cleaning of office space in the House side of the Capitol, as well as specific cleaning programs such as the floor cleaning program, and the proposed toilet cleaning program for which three new positions are being requested.

The burden of this workload will extend to the new space created by the Courtyard Infill project. An adequate number of staff is needed to accommodate all needs on a timely basis. Frequently, day laborers must be called away from one job to assist or begin another. As a result,

Increases (continued)

NEW POSITIONS REQUESTED (continued)

Labor Division (continued)
4 - LABORER - DAY, WG-4 (continued): some service calls are interrupted while others are not responded to until later in the day. Additionally, when tasks are not performed within the normal working hours, laborers must stay and perform the work, incurring premium pay costs in the form of overtime.

In an effort to ensure that the Capitol Building's occupants and visitors receive prompt and competent service, approval is requested for the addition of four day labor positions to the existing staff at an annual cost of $113,000. An additional $86,000 is also again requested for the three laborer positions to assist in cleaning the existing space on the House side of the Capitol Building. The justifications for these latter positions follow.

3 - LABORER - NIGHT, WG-3: Three new night laborer positions are again requested for the "Capitol Buildings" appropriation. These positions were denied in fiscal years 1992 and 1993.

These new night laborer positions are required to provide for a dedicated program of restroom cleaning.

In fiscal year 1990, seven additional positions were approved for the night cleaning crew for a dedicated program for floor cleaning. This program has been extremely effective. The condition and appearance of the hallways and floors has improved significantly.

Increases (continued)

NEW POSITIONS REQUESTED (continued)

Labor Division (continued)

3 - LABORER - NIGHT, WG-3 (continued): A new program, dedicated to cleaning restrooms in the Capitol Building, is being proposed to provide the same level of specialized service for that function. It is estimated that three additional man years are required to adequately perform cleaning tasks in all the public and other restrooms on the House side of the Capitol Building. The result will be cleaner, more sanitary restrooms that serve the visitors and occupants of the Capitol Building. The restrooms will be inspected daily to ensure proper cleaning has been performed. In order to provide for this new dedicated restroom cleaning program, a total of three additional positions are requested for the night labor cleaning division.

OTHER INCREASES - RESTORATION OF ABOLISHED POSITIONS

Restoration of Abolished Positions		
WG-10 Air Conditioning Equipment Mechanic.......	3	$ 135,000
WG-9 Painter..................................	1	45,000
WG-11 Elevator Mechanic........................	1	51,000
Total, Restoration of Abolished Positions....	5	$ 231,000

In fiscal year 1993, ten positions were reduced from the permanent authorized total of 191, resulting in a total authorized strength of 181 permanent positions for the "Capitol Buildings" appropriation.

This level of staffing cuts will seriously affect the ability to provide essential services to the Congress, its staff and the visitors to the Capitol Building. This would result in service quality below levels considered to be acceptable for service delivery in the Capitol Building.

Increases (continued)

OTHER INCREASES - RESTORATION OF ABOLISHED POSITIONS (continued)

Although this reduction appears to be relatively modest, it is more than a five percent cut to the staff that maintain the Capitol Building and provide other essential complex-wide services. The action that the Congress has taken, however, would considerably weaken the ability to coordinate and manage all the diverse activities for which the office is responsible. A thorough review of the abolished positions was made. It is requested that five of those positions, that is, those that have been deemed the most critical in terms of service delivery, be restored at this time.

As stated, this reduction represents more than a 5% staffing cut to this appropriation. The Capitol Building is the most heavily used building in the Capitol complex. It houses the Senate and House Leadership, the Senate and House Chambers, numerous Senate and House Committee offices, and offices for the Officers of both Houses. In addition, it is the building most visited by tourists who come to view the activities of the Congress. It is also the most highly decorated and oldest building on the Hill, and it requires the most dedicated care and maintenance to keep its elaborate architectural finishes in good condition and many systems functioning. In addition to the existing space, over 16,000 square feet of space are being added with the new Courtyard infills next fiscal year, and that will add to the workload.

The Architect's office is proud of the dedication with which the Capitol Building maintenance forces perform their duties. However, this excellent service will not be able to continue if these positions are not restored.

Increases (continued)

OTHER INCREASES - RESTORATION OF ABOLISHED POSITIONS (continued)

Restoration of the three air conditioning equipment mechanics is critical. The Capitol Building has undergone several retrofits to install air conditioning in the building, and since then several renovations have been performed to improve system service. However, because of the extremely critical nature of the activities taking place in the Capitol Building, it is essential to ensure that the air conditioning units work properly at all times. Thus, restoration of these three positions is considered to be critical.

The painter position that is being requested for restoration is also considered to be critical. The thousands of visitors to the Capitol Building place a heavy demand on repainting surfaces that become marred and grimy beyond the point that cleaning can improve. In addition, now that the courtyard infill spaces will be available for occupancy and use by the Congress, the basement corridors will be used much more frequently by Members and Senators. In the past, these areas have not been painted as frequently since they have housed maintenance shops. The increased use of these areas by Members and Senators will increase the workload demand for these areas. Thus, restoration of this position is considered to be critical.

Finally, restoration of the elevator mechanic position is essential to maintenance of the systems in the building. The U. S. Capitol Building has fourteen elevators and two escalators on the Senate Side and thirteen elevators and two escalators on the House Side. These systems are used constantly and require comprehensive maintenance to prevent system failures. Although a comprehensive modernization program is now underway, once the elevators are modernized they will still require maintenance to ensure their reliability. Without a fully staffed elevator mechanic crew, it is doubtful that the reliability can be ensured. Thus, restoration of this position is considered to be critical.

In summary, restoration of these positions is requested in order to continue operations at the current services level.

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS

Penalty Mail increased from $15,000 to $20,000........................ $ 5,000

This amount is needed to reimburse the U.S. Postal Service for all penalty mail costs incurred by the Office of the Architect of the Capitol. It is required to be paid under the provisions of Chapter 32 of Title 39 of the U.S. Code. The increase is based on current expenditures. An increase was requeated and denied in fiscal year 1992.

Rental of warehouse space increased from $746,000 to $800,000..........$ 54,000

For fiscal year 1994, an amount of $800,000 is required for the rental of warehouse space. The present lease contract at 1430 South Capitol Street, S.E., for 72,287 square feet of space has an inflationary increase factor which will result in an estimated cost of $514,000, including utilities. In addition, the present lease contract at 120 Canal Street, S.E., for 44,860 square feet of space has an inflationary increase factor which will result in an estimated cost of $232,000, including utilities. Thus the total estimated requirement for warehouse costs in fiscal year 1994 is $800,000, a $54,000 increase over the amount appropriated in fiscal year 1993.

Additional warehouse space.. $ 100,000

Funds in the amount of $100,000 are requested to lease an additional amount of warehouse space to accommodate the storage of furniture and furnishings for the Senate Office Buildings.

Over the past several years, pressure to reallocate storage space for office use has led to the reassignment of storage space to Senate occupants within the office buildings. A total of 10,000 square feet of storage has been reassigned. At the same time, new furniture and furnishings policies adopted by the Senate Committee on Rules and Administration during fiscal year 1989 increased the inventory of items available to Senate offices. Funding was made available to acquire the expanded inventory of items, but no additional storage space was assigned to provide for proper inventory management.

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)

Additional warehouse space (continued)

As a result, furniture and furnishings are now jammed into mechanical equipment rooms, in attic spaces, and in corridors. Such storage results in increased damage to the furniture while it is stored improperly. More importantly, storage in equipment rooms creates a safety hazard in that it partially blocks egress routes and impedes ready access to the equipment.

These funds are therefore requested to lease additional storage space for the Senate Office Buildings.

Approval to request funds in the fiscal year 1994 budget for this project has been sought from the Senate Committee on Rules and Administration.

Leased Space in the Federal Judiciary Building (new)................. $1,360,000

Language in the Legislative Branch Appropriations Act, 1993, Public Law 102-392, approved October 6, 1992, provided the Architect with authority to lease space in the Federal Judiciary Building for Architect staff.

The estimate for lease costs ($885,000) is based on the rentable square footage of space (63,168) that has been allocated for use by the Architect of the Capitol and estimated base rent costs ($28/square foot). The first payment, which will be a half year payment, is due in August 1994. For fiscal year 1995, the full year cost will be approximately $1,770,000, and the base rent cost will not change over the thirty year debt retirement period.

The estimate for operations and maintenance costs ($475,000) is based on the rentable square footage of space (63,168) that has been allocated for use by the Architect of the Capitol and the estimated operating cost ($7.22/square foot) that will be charged on a square foot basis to all Federal Judiciary Building tenants. This amount totals $460,000. In addition, $5,000 is required for the Architect's

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)

Leased Space in the Federal Judiciary Building (new) (continued)

contribution toward the operation of the building's health care unit, and $10,000 is required as a one time payment for the day care center costs. The operations and maintenance costs will be revised from time to time as necessary.

The total requested, $1,360,000, is the sum of the lease costs and the operations and maintenance costs.

General Annual Repairs increased from $105,000 to $183,000........... $ 78,000

This allotment provides for recurring repairs and alterations needed for the general structural care and maintenance of the building and its equipment -- such as carpentry, concrete, masonry, machinery, equipment, alectrical, sheetmetal work, minor roof and skylight work, plumbing, plastering, brickwork and venetian blinds.

This increase is requested to meet rising costs for this work. The greatest increased cost under this allotment is for "plastering." Over the past two years, the Capitol Building has required significant plaster repairs. In fiscal year 1992, over $65,000 was spent performing plaster repairs, and over $81,000 was spent the previous year. The requested increase will allot an additional $56,000 for plaster repairs. The balance will be distributed among the other suballotments in this account.

This allotment was last increased in fiscal year 1989.

Maintenance of Air Conditioning System increased from $45,000 to $65,000.. 20,000

This allotment provides for the maintenance of all of the air conditioning equipment in the Capitol, and includes such items as filters, oil, grease, cleaning equipment, tools, paint and refrigerant for the air conditioning equipment. Maintenance is also performed on

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)

Maintenance of Air Conditioning System (continued)

kitchen ducts, hoods, and other parts of the kitchen exhaust systems in the House and Senate Restaurants in the Capitol; cooling and heating coil replacements; and repair of refrigeration machines and other appurtenant equipment. The amount of $65,000 is requested to provide sufficient funds for this allotment in fiscal year 1994.

Exterior Pointing and Caulking increased from $59,000 to $63,000....... $ 4,000

The preventive maintenance program for exterior pointing and caulking was established in fiscal year 1982. The purpose of the program is to provide routine annual maintenance to the exterior stonework and other masonry to avoid costly emergency repair work. To continue the program at its current work level an increase of $4,000 is requested.

Asbestos Abatement increased from $112,000 to $118,000............... $ 6,000

An increase of $6,000 is requested for asbestos abatement in the Capitol Building.

Asbestos containing materials in the Capitol Building are encapsulated or removed as necessary during the normal course of routine maintenance work or when renovation work is performed within rooms in the building. A $6,000 increase is requested to cover inflationary costs.

EMCS operations and maintenance increased from $42,000 to $62,000..... $ 20,000

In fiscal year 1990 a new allotment was provided in an amount of $42,000 for the operations and meintenance of the energy management and controls systems in the Capitol complex. That amount has remained stable for the past three fiscal years. It has provided for maintenance and service contracts, as well as scheduled replacement of system components based on manufacturer recommendations.

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)

EMCS operations and maintenance (continued)

This request reflects a $20,000 increase because beginning in fiscal year 1994 all remaining warranties on the energy management and control system will have expired. In addition there is an increased amount of operating equipment, because of expansion of the system, which will require manufacturer-recommended scheduled maintenance.

Environmental Surveys and Monitoring (new)........................... $ 210,000

Funds in the amount of $220,000 are requested for a new annual recurring allotment to perform environmental surveys and monitoring programs within the Capitol complex. This program is needed to complement as well as supplement the existing Safety Engineering Division's responsibilities. There are two main components of this program at this time, indoor air quality and asbestos and lead abatement inspection.

In fiscal year 1991, funds were requested and appropriated to establish the Safety Engineering Division, which was required to ensure that the Capitol complex was a work place free of recognized hazards from exposure to injuries and illnesses. Increased concerns over indoor air quality and the increased classification and regulation of various commonly used materials as hazardous led to the need to address these matters in a comprehensive, planned and proactive manner. In addition to the funding that was requested, three new positions for the division were requested, of which two were approved.

Since fiscal year 1991, the role of the Safety Engineering Division has grown. Divisions with related responsibilities have also experienced an expansion in safety and indoor environmental requirements.

At the direction of the Senate Committee on Appropriations, outlined in S. Rept. 101-533, October 16, 1990, accompanying S. 3207, the Legislative Branch Appropriations Bill, 1991, an indoor air quality

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)

Environmental Surveys and Monitoring (new) (continued)

survey of all Capitol complex buildings was undertaken by a professional engineer in the fall of 1992. This survey involved measurement of various indoor air quality conditions in several locations within the buildings under the jurisdiction of the Architect of the Capitol. Because of the close relationship of the air distribution systems within the buildings and HVAC engineering, this program was coordinated by the Air Conditioning Engineering Division.

It is necessary to perform continual indoor air quality surveys to insure that the environments in which Legislative branch employees and visitors work continue to be acceptable and that the equipment which serves the buildings continues to operate in a manner that will insure acceptable environmental conditions in the long term. In order to insure that the results of the survey are significant it is necessary to continue the process of taking these measurements and to survey all spaces in all applicable buildings.

Existing personnel were able to assist in performing the initial indoor air quality survey due to its short and controlled duration. However, in order to continually survey and monitor indoor environments and equipment operation it is necessary to hire temporary personnel or contract out to perform these functions. A team of two technical individuals would be needed to perform these functions. They would make various indoor environmental measurements, including the levels of carbon dioxide, temperature, and relative humidity to insure that the indoor environments are acceptable. In addition, they would inspect the various mechanical equipment to insure that it is being operated and maintained in such a manner as to produce an acceptable indoor environment. These individuals would be knowledgeable in the areas of 1) design and operation of heating, ventilating and air conditioning systems and 2) measurement and evaluation of indoor environmental conditions.

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)

Environmental Surveys and Monitoring (new) (continued)

It is therefore requested that an annual amount of $110,000, or half of the total amount requested under this new program, be appropriated to hire two temporary employees or contract out for performing ongoing studies and surveys relating to indoor air quality throughout the Capitol Complex. In addition, the purchase of required equipment to perform these surveys would be provided for under this allotment if temporary employees were hired instead of using contractors with their own equipment.

With respect to the need for funding to provide for temporary staffing or contractual services for asbestos abatement inspection, the Safety Engineering Division is tasked with providing the technical assistance for, and health and safety monitoring aspects of, asbestos abatement. There is one temporary inspector presently assigned to this division, and this inspector is providing inspection services in all the projects on-going in the Library of Congress, including the Renovation and Restoration project and the renovations at the Special Facilities Center. In addition, a permanent employee of the division is providing inspection services in the remainder of the buildings under the jurisdiction of the Architect of the Capitol.

It is requested that annual funding in an amount of $110,000, which is the balance of the $220,000 requested under this new allotment, be appropriated to hire two temporary asbestos abatement inspector positions or contracting out for such services. This request is made for the following reasons.

Allowance of these monies would provide the Safety Engineering Division with temporary or contract personnel to help plan and set-up work areas, monitor work, test the air, give final clearance, and provide documentation for all asbestos abatement projects that are on-going in the Library of Congress Buildings, the U.S. Capitol Building, the Senate and House Office Buildings, Capitol Power Plant and Botanic Garden. In addition, this would permit Safety Engineering Division

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)

Environmental Surveys and Monitoring (new) (continued)

personnel to focus their attention on coordinating the overall asbestos abatement program throughout the Capitol complex, as well as asbestos emergencies that arise from time to time. The emergency occurrences typically occur during routine maintenance work where asbestos containing materials are unexpectedly disturbed. These require the Safety Engineering Division's presence, and disrupt the Division's routine scheduling of work.

Further, allowing funding for temporary asbestos inspectors or contractual services would permit the continuation of inspection services in the Library of Congress Buildings. Monitoring and control of asbestos within the Library Buildings is particularly sensitive, as it requires the asbestos abatement inspector to coordinate closely between the Library of Congress Supervising Engineer's personnel, Construction Management Division personnel, outside contractors, the Library of Congress unions and the Library of Congress Safety Services Office. The present temporary asbestos inspector has been particularly effective in coordinating these many different entities, as evidenced by the fact that the Library of Congress Safety Services Office is now in general concert with the asbestos abatement efforts in the Library Buildings. The Library of Congress Renovation and Restoration project will be complete within the next two years, and the existing temporary position has been funded from that project. However, there is no doubt that the asbestos abatement and the necessary inspection of that abatement effort will continue for several years in the areas not abated during the renovation project.

Finally, allowing funding for temporary asbestos inspectors or contractual services would permit the Safety and Health Technician to return to his primary functions. Presently, the Safety and Health Technician is working approximately seventy-five percent of his man hours on asbestos abatement projects, thereby reducing the number of man hours he is available to carry out his other assigned duties.

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)

Supplies and materials increased from $455,400 to $496,400........... $ 41,000

This allotment provides for carpantry, electrical, plumbing, hardware, cleaning, heating and ventilating, incandescent lamps and fluorescent tubes and general miscellaneous supplies for the care of the Capitol Building. In addition to these maintenance oriented items, office supplies for the central administrative offices are included in this allotment.

An increase of $41,000 is requested to meet the rising cost of supplies and materials for care of the Capitol Building. This increase is needed to ensure that all of the various supplies and materials needed for the care and operation of the Capitol Building and central office staff are available to the shops and staff.

Total Increase - ANNUAL RECURRING ITEMS........................ $ 1,898,000

OTHER INCREASES - NONRECURRING ITEMS

Cyclical Maintenance

Conservation of Wall Paintings.. $ 100,000

For fiscal year 1994, a total of $100,000 is requested to continue the significant progress which has been made since 1985 in conserving historic wall paintings in the Capitol Building. Priorities in the scheduling of projects are based on the studies made in 1981 and 1982 by a respected conservator, which have been updated by recent inspections. The program has been funded in several fiscal years since 1985. Approval to request funds in the fiscal year 1994 budget for this project has been sought from the Speaker of the U.S. House of Representatives and the Senate Committee on Rules and Administration.

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Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Conservation of Wall Paintings (continued)

During fiscal year 1993 it is planned to complete the conservation of frescoes and research on wall paintings in the Brumidi Corridors using savings from the funds appropriated for wall painting conservation appropriated in fiscal year 1990. Because the research and tests conducted in 1991 and 1992 led to the conclusion that the lower walls painted in oil on plaster in the North Entry probably date from the turn of the century, and that only an older plain dark green paint layer exists under the visible decorative work, conservation funds will no longer be needed to remove the upper layer. We will proceed in accordance with the fiscal year 1990 budget request, which stated "If it is determined that it will be impossible to properly restore this area, minimal treatment will be carried out to consolidate loose plaster and inpaint losses. The funds will be used to restore the damaged and overpainted Brumidi frescoes in the corridors that are next in order of priority. . . ."

The remaining funds can therefore be used to conserve the frescoed lunettes with the scenes *Cession of Louisiana* and *Bellona, Roman Goddess of War* in the first-floor Senate corridor completed by Constantino Brumidi in 1875. They are disfigured by accumulated grime and by having been overpainted to varying degrees. Recent tests and paint analysis have shown that another lunette in the same area featuring *Las Casas* appears to be painted in the oil medium and may have been painted at a later date. With the completion of these three lunettes, all of the Brumidi frescoes in the corridors will be conserved. Other remaining funds will be used to carry out further research and testing in the Brumidi Corridors in order to develop a long-range plan for restoration of the original colors in the backgrounds and borders of the walls and ceilings and for conservation of decorative motifs proven to be original. Some funds from this account may also be used for more extensive restoration of the ceiling in H-329 if such work is shown to be feasible during the repairs to be

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Conservation of Wall Paintings (continued)

carried out in the fall of 1992. It is highly desirable to have all of this wall conservation work carried out in the long congressional recess in the fall 1992.

Senate side:
For the conservation of the frescoes and for the repair of flaking paint and cleaning of dark overpaint and grime from the oil painted walls and borders in the President's Room, S-216..............$75,000

The President's Room (S-216) is one of the most beautifully and completely decorated rooms in the Capitol. It was constructed as part of the new Senate wing begun in 1851. The room for the Chief Executive was completed during the administration of James Buchanan, and it is documented that Abraham Lincoln used the room beginning on the day of his inauguration. Until the 20th amendment was passed, most presidents signed legislation in this room. Many modern presidents have used it as well, although the room is now used primarily for Senate press conferences.

The decoration was designed by Constantino Brumidi, who in 1860 completed the frescoed ceiling with four allegorical and four historical figures and oil portraits of George Washington and his first cabinet on the wall. The room has survived in relatively good condition. The wall paintings were touched up in 1921, and some of the cherubs were repainted in 1931.

Through the efforts of the Secretary of the Senate and the Architect of the Capitol, attention has been given recently to restoring the furniture, curtains, mantel, and chandelier more closely to their original appearance.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Conservation of Wall Paintings (continued)

Repairs were made to flaking paint in the frame around Benjamin Franklin in 1990. During this work, it was noticed that paint was peeling and cracking in other areas as well. A thorough examination, tests, and paint analysis were carried out in 1991 by internationally respected fresco conservator Bernard Rabin. His detailed report and cost estimates are the basis for this request.

House side:

For the cleaning and consolidation of the decorated ceilings in the Office of the House Minority Leader, H-230....................$25,000

Room H-230 is the last of three rooms in the Office of the House Minority Leader to receive conservation treatment. Like the ceiling in H-232, conserved in 1987, and the one in H-231, conserved in 1990, the ceiling vaults and lunettes of this room are embellished with original decorative painting done under the direction of Elmer Garnsey around 1901. This room is one of the most elaborately decorated of the committee rooms constructed at the turn of the century in space previously occupied by the Library of Congress. On the ceilings are tondos holding seated classical female figures in gray and white representing Justice, Agriculture, Freedom, and Peace. Standing female figures in sienna tones embellish the lunettes. The decorative scheme contains numerous classical symbols such as shields, the liberty cap, and the fasces.

The shield of the District of Columbia on one wall and the figure of Columbia opposite reflect the function of the room from 1901 to 1908 as the House Committee on the District of Columbia. The room was later used by the committees on Military Affairs and Banking and Currency. From 1938 to 1956 the room was occupied by the Speaker of the House, and from 1957 until the present it has been part of the Offices of the House Minority Leader.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Conservation of Wall Paintings (continued)

Conservation is needed because of the cracking paint on the lunettes as well as the overall yellowed varnish and grime layer. Some touch-up of the paint was undertaken by in-house painters in 1970. Early overpainting, which has significantly darkened, will need to be removed or redone to match the original tones. The cleaning and conservation will bring this room to the level of preservation and aesthetic appearance of the adjoining two rooms.

Upgrade Capitol Complex X-Ray Machines.............................. $ 300,000

Funding is requested in order to begin a three year program to upgrade existing X-Ray equipment where necessary. The newer systems are capable of detecting a more diverse array of materials, including plastic explosives and narcotics. In addition, the older X-ray units throughout the Capitol complex are beginning to require more and more maintenance, which creates down time. These down periods lead to security breaches. In addition, the equipment being used is not completely reliable. These enhancements are critical to the security of the Congress, and have been requested by various entities, including the Capitol Police Board.

The cost to upgrade existing X-Ray units is approximately $38,000 per unit. There are currently twenty-six X-Ray units installed within the Capitol Complex. Over three years, the older units will be taken out of service and replaced with newer units on a priority basis.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Upgrade Capitol Complex X-Ray Machines (continued)

These funds are requested to be appropriated on a "No Year" basis as the work will take more than one year to complete. In addition, language has been included in the "Capitol Buildings" appropriation to increase the limitation of cost for H. Con. Res. 550 as necessary. It is also requested that these funds remain in the budget base for fiscal years 1995 and 1996 to complete the upgrade program. A funding request for replacing the X-ray machines was approved by the Capitol Police Board August 23, 1991.

Replace Electrical Power Branch 1976 Truck..........................	$22,000

The Electrical Power Branch, operating under the Electrical Engineering Division, currently uses a 1976 truck for a variety of utility and maintenance calls throughout the Capitol complex. It is used to transport both personnel and equipment.

This 16 year old truck is in need of repairs including an extensive overhaul or replacement of motor, replacement of the clutch and pressure plate, an electrical system overhaul, transmission work and four new commercial grade tires. Over the past four years the total repair bills for this vehicle have exceeded $3,800 and are expected to increase every year.

With the variety and frequency of work performed by this Branch, it is important to have a safe and reliable vehicle. Therefore, funds in the amount of $22,000 are requested for the purchase of a new truck, similar in size and equipment to the existing truck.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Improvements to Air Conditioning Systems,Senate Terraces............. $ 126,000

This request is to upgrade the air conditioning system which serves rooms ST-2, 4, 6, 8, 10, 2M, 4M, and 6M. In addition to replacing the system serving these rooms it is proposed that the new system also be extended to serve the adjacent rooms ST-16, 18, 20 and 22.

The air conditioning system which serves rooms ST-2, 4, 6, 8, 10, 2M, 4M, and 6M was installed over thirty years ago. The system has served its purpose during the ensuing years, however due to its age and revised occupancy of some of the rooms the system is no longer capable of adequately performing its intended function of providing suitable temperature control in the spaces served. It is proposed that the existing air conditioning system which consists of a central air handling unit to provide only ventilation air and room mounted fan coil units for temperature control be replaced with a central, variable air volume, air conditioning system which would provide the required ventilation air as well as the required temperature control for the spaces. It is also proposed that this new system be extended to serve rooms ST-16, 18, 20 and 22 which are adjacent to rooms ST-2 through ST-6M and are not currently served by a central air handling unit system.

This project includes replacement of the existing ceilings, as applicable, in order to facilitate the installation of the new ductwork and piping above the ceilings as well as other miscellaneous architectural modifications to accommodate the new systems.

The current project, Reconditioning of Various Air Conditioning Systems Throughout Capitol (FN: 84033), included replacement of the existing ventilation air handling unit which currently serves rooms ST-2, 4, 6, 8, 10, 2M, 4M and 6M and therefore $15,000 from that project will be expended in purchasing new equipment for this new project.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Improvements to Air Conditioning Systems,Senate Terraces (continued)

This work will require more than one year to complete due to the need to perform the work without disturbing the occupants. Therefore, these funds are requested on a "No Year" basis. Approval to request funds in the fiscal year 1994 budget for this project has been sought from the Senate Committee on Rules and Administration.

Total Cyclical Maintenance....................................	$ 548,000

Continuing and Initiating Other Programs

Complex-Wide Fire Signaling System................................	$ 221,000

In order to properly manage the full array of fire suppression and detection systems that are being installed in the Capitol Complex, and to accurately assess incidents that may occur, a complex wide proprietary fire signaling system is required. This system would provide the ability to track and control all fire protection related equipment and systems via a dedicated stand alone system that could be connected to a Local Area Network system. Since most major buildings in the Capitol Complex are interconnected via pedestrian and utility tunnels, a fire incident in one location could adversely impact the operations of other buildings remote to the incident. Additionally, in the event of a non-fire emergency, the voice capable fire alarm signaling systems could be activated from various locations to provide emergency instructions to Members, staff and visitors in selected buildings. Further, post incident evaluations would be enhanced by the event logging capabilities of the system, materially aiding in system and component analyses.

System design and installation would allow monitoring and control by building, jurisdiction (House Office Buildings, Senate Office Buildings, Capitol Building, etc.), type of system (sprinkler, smoke detection, etc.), and type of activation (smoke condition, component

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Complex Wide Fire Signaling System (continued)

failure, malicious tampering, etc.). Each building wide voice capable fire alarm system would be interconnected to and become part of a fire protection monitoring system with the ability to provide emergency information to building managers, occupants and visitors on a timely basis.

Funds in the amount of $221,000 are requested for the acquisition and installation of this system. These funds were requested and denied in fiscal years 1992 and 1993.

CAD Database Development..	$ 75,000

Funds are requested to complete the digitization of the Capitol Grounds from aerial photographs. To date, only Capitol Square (90 acres of the 210 acres under the Architect of the Capitol's jurisdiction) has been digitized and incorporated into the CAD database. Though the aerial photographs cover the entire Capitol Complex, only Capitol Square has been completed.

Funds in the amount of $200,000 were requested and deferred for a similar effort in fiscal years 1990, 1991, 1992 and 1993. This request, for $75,000, will provide a scaled down version of the initial program.

The project as presently proposed would require minimal necessary outside assistance from a qualified consulting engineering firm to complete this effort. The scope of the project will provide ground control to establish the base coordinates from which all other data is referenced throughout the grounds. Additionally, the digital mapping of the Capitol Grounds surrounding Capitol Square will be accomplished. All of the additional data that was to be included in the digitization effort, such as underground utilities, landscape features, etc., will be incorporated by permanent or temporary in house forces.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

CAD Database Development (continued)

This effort will be invaluable in managing the physical aspects of the grounds. Examples of this program's use once it is completed include landscape planning and management, security planning for crowd control, Inaugural preparation, management of the underground utilities, exterior parking management and control, repaving schedules for sidewalks and streets, traffic and transportation planning and control, grounds lighting and street lighting programs, and coordination of all construction and renovation projects on the Grounds. The database would be capable of generating accurate and timely information for all of these activities.

Americans with Disabilities Act Requirements.......................... $ 500,000

In 1976, the Architect of the Capitol commissioned a study by an architectural consultant, then Chairman of the President's Commission on the Handicapped, to determine measures required to bring most of the Capitol Hill buildings under the AOC's jurisdiction up to an acceptable barrier-free condition. In conducting the study, the consultant took a progressive and far-sighted approach in providing the Architect of the Capitol with recommendations that were ahead of their time.

In fiscal year 1976, Congress appropriated $2,700,000 in a separate appropriation for the purpose of making the Legislative branch buildings and grounds more accessible to those with physical disabilities. Priorities were established and early efforts were directed at completing the highest priority projects first, including those associated with building entrances, curb cuts throughout the Capitol Complex and toilet rooms. During the ensuing years, work continued toward the goals of the original program, and progress was made in the specific areas mentioned above and in other areas, including elevators, telephones, drinking fountains, ramps and many building details.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS

Continuing and Initiating Other Programs (continued)

Americans with Disabilities Act Requirements (continued)

Passage of the Americans with Disabilities Act of 1990, however, presented the Architect of the Capitol with a fresh challenge. The AOC has established a new ADA Accessibility Program and has engaged a nationally respected ADA expert to assist in a review of the office's progress toward the elimination of architectural barriers in light of the changes in guidelines and requirements resulting from the new law. The program involves conducting a new survey of all buildings in the Capitol Complex, building a computerized database and link to the AOC's Computer-aided Design (CAD) system and training key AOC staff. The surveys will identify accessibility problems and costs associated with correcting the problems. The database will enable the AOC to assess and prioritize the problems and to manage the program of making the Complex accessible over the next several years. The staff training will enable the AOC to conduct the building surveys, design the needed building modifications and manage the related construction.

At this time, the U.S. Capitol has been surveyed by the ADA consultant as a pilot test of the survey techniques and database development. The survey incorporated field training for the key architectural staff of the AOC. The raw data collected during this recently-completed survey provides evidence of 2,053 ADA "citations" (accessibility problems) in 532 public and restricted spaces in and around the Capitol that were surveyed, and an estimated cost of $4,480,000 for the building modifications needed to eliminate the problems.

The raw data has not been fully analyzed, and such an analysis will be required to determine (a) which ADA citations should be addressed; (b) of those, which can be addressed by annual or cyclical maintenance or absorbed in approved special projects (such as the Elevator Modernization Program), and (c) the relative priority of the remainder of the citations that should be corrected and that will require special funding. Factors important to the analysis and to priority setting are contained in the ADA database, as follows:

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS

Continuing and Initiating Other Programs (continued)

Americans with Disabilities Act Requirements (continued)

- Access: citations in public spaces will have a higher priority than those in restricted or staff/private spaces (although individual accessibility problems brought to the attention of the Architect of the Capitol by staff members or other persons with disabilities will be addressed promptly on an as needed basis).
- ADA Accessibility Guidelines (ADAAG) priorities: the highest priority is for access to the entry of a building and successively lower priorities are for access to goods and services within the building, access to rest rooms, and finally, access to other areas.
- Degree of difficulty and degree of cost: some building modifications will be more readily achievable than others on the basis of relating difficulty and cost.
- Historical significance: spaces having the highest architectural and historical significance must be preserved to the fullest extent; accordingly, only ADA modifications that do not diminish the significance of the space may be implemented.

At the beginning of fiscal year 1994, funding will be required to begin construction on the highest priority ADA work that cannot be addressed by maintenance or absorbed in special projects. It is desirable that this work be pursued across the Capitol Complex, not just in one or two buildings. Accordingly, estimates of the cost of ADA-related building modifications across the Complex have been prepared, based upon the survey data from the U.S. Capitol. It has been assumed that one-third of the work in the Capitol will be absorbed in maintenance or special projects or not undertaken following the evaluation of the factors listed above. The adjusted $3,000,000 cost for the Capitol represents an average of approximately $6,000 for each of the 500 spaces surveyed.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS

Continuing and Initiating Other Programs (continued)

Americans with Disabilities Act Requirements (continued)

It is expected that 180 spaces will be surveyed in the less-complicated and more typical Cannon House Office Building. At $6,000 per space, the projected cost for the Cannon is $1,080,000. Using the Cannon as a model and comparing overall building square footages (excluding parking garages), estimates have been projected for other House Office Buildings, the Senate Office Buildings, the Library of Congress Buildings, and the U.S. Supreme Court Building, which will be funded in a separate appropriations bill. Each appropriation will contain a specific justification detailing the work to take place in those areas during fiscal year 1994. This main justification material will be referenced. Prior to the beginning of fiscal year 1994, additional ADA surveys will have been completed in all of these buildings and the related databases will have been analyzed and priorities established. Specific ADA-related work projects will have been set forth for each building in accordance with the funding provided for each building complex.

The budget requests for fiscal year 1994 reflect an expected seven-year program of ADA-related building modifications that will meet the spirit of the law and make the Capitol Complex a model of accessibility.

Priority work during fiscal year 1994 will be directed toward ADA citations in public spaces (33% of the total), involving basic access to the Capitol (9% of the total) and access to goods and services in the Capitol (67% of the total). Most of the ADA citations (83%) are in spaces deemed changeable (the "historic significance" factor). Among the problems to be corrected include the dimensions, slope and ground and floor surfaces of routes of travel; protruding objects; doorways; ramps; elevators, and the configuration of sales and service counters. Work will be continued in public toilet rooms. The individual accessibility needs of Members, media representatives and staff will also be addressed on an as needed basis during the year.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS

Continuing and Initiating Other Programs (continued)

Americans with Disabilities Act Requirements (continued)

It is thus proposed to appropriate $500,000 on a "No Year" basis and to allow that amount to remain in the budget base until the ADA program is completed, which is estimated to take approximately seven years. These funds are necessary to provide for materials and labor to design and perform the necessary modifications, as well as to provide for additional assistance from qualified consultants. Approval to request funds in the fiscal year 1994 budget for this project has been sought from the House Office Building Commission and the Senate Committee on Rules and Administration.

Replace and Upgrade Underground Storage Tanks.......................... $ 450,000

Funds in the amount of $30,000 were appropriated in fiscal year 1991 to perform a survey of the underground storage tanks located on the Capitol complex. Underground storage tank management is regulated under 40 CFR 280 in the District of Columbia. These management regulations are required because of the environmental threat that leakage from underground storage tanks can pose. Underground storage tanks contain regulated petroleum substances, which typically in the Capitol complex include motor fuels and fuel oils.

Under 40 CFR 280, several underground storage tank definitions are provided, and management requirements for each category, with scheduled management compliance dates, are outlined. The firm that was engaged to study the Capitol complex underground storage tank system provided the Architect of the Capitol with a program for each category of underground storage tank that would bring all of the tanks into compliance with all of the management requirements. The firm also provided cost estimates for performing the necessary management requirements.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS

Continuing and Initiating Other Programs (continued)

Replace and Upgrade Underground Storage Tanks (continued)

Briefly, there are two general types of underground storage tanks in the Capitol complex, active (those that are in service now or that are scheduled to be brought back into service) and inactive (those that are out of service). In service underground storage tanks are further broken down into those that can be upgraded and those that require replacement. Out of service underground storage tanks are required to be closed through a specific program and meet certification standards that indicate it no longer poses an environmental threat.

Based on the survey performed, there are eight underground storage tanks that are active, including the fuel oil storage tank that was built specifically for the Capitol Power Plant. In addition, there are twelve underground storage tanks that are inactive. With the exception of the Power Plant tank, the active underground storage tanks must be upgraded or replaced. Of the twelve inactive underground storage tanks, five must be closed and certified. The remaining seven inactive underground storage tanks have already been closed, but they must be tested to ensure complete compliance with closure regulations. The Capitol Power Plant has the 250,000 fuel oil tank that does not fall under the underground storage tanks management requirements with the exception of Subpart F which manages release response and corrective actions if an accidental fuel oil release is detected. However, the consultant has recommended that monitoring wells be installed to insure leak detection and monitoring as a preventive measure. This recommendation is a prudent precaution, and will be included in the overall program.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Replace and Upgrade Underground Storage Tanks (continued)

In addition to this upgrading and replacement program, there will be a need for long term monitoring of the active underground storage tanks. The monitoring will be performed by a mixture of electronic sensors, automatic warning systems, and visual inspections. At this time, it is difficult to predict with any accuracy the cost implications of the long term monitoring.

Cost estimates for the underground storage tanks program indicate that base costs for replacement and closure options will total approximately $900,000. The work has been divided into a two year funding program, and thus, an amount of $450,000 is requested on a "No Year" basis in fiscal year 1994 to begin the necessary compliance work. It is further proposed to leave that amount in the budget base for fiscal year 1995. The actual compliance work will take more than two years to complete due to the many variables that may be encountered.

Total Continuing and Initiating Other Programs	$ 1,246,000	
Total Increase - NONRECURRING ITEMS	$ 1,794,000	
TOTAL INCREASES		$ 5,210,000
Total Estimate for 1994		$27,753,000

Objectives

This appropriation provides for the structural and mechanical care of the Capitol; miscellaneous improvements; operation of the mechanical equipment; domestic care of the central portion and most of the areas on the House side; care of Statuary Hall on the House side; and the care of Works of Art in the Capitol; maintenance and operation of the transformer stations in the Capitol group of buildings; and maintenance of the grounds lighting systems. The Architect performs his duties under authority of the Act of August 15, 1876 (19 Stat. 147).

A regular force of 193 employees, spread over day and night shifts as required, is needed for 1994 for the care of this building with its 16 1/2 acres of floor area; the House and Senate Chambers, the Old Senate and Supreme Court Chambers, the Dome, Rotunda, Crypt, 540 rooms occupied as offices, Committee and storage rooms, and restaurants and other areas, including extensive corridors; with its extensive mechanical equipment, such as air conditioning systems with over 2,000 pieces of equipment; the electrical transformer stations with their switchboards, switchgear transformers and other equipment; 25 elevators, 2 lifts, 4 kitchen conveyors, 4 escalators, 2 dumbwaiters; approximately 700 plumbing fixtures and piping; Dome floodlighting and grounds lighting systems, including about 70,000 feet of high tension cable; legislative bell and buzzer systems; extensive electronic equipment including the voting system in House Chamber (placed in operation January 23, 1973); speech reinforcement system in House Chamber; and speech reinforcement system in Senate Chamber (placed in operation January 21, 1971), electric fixtures and wiring.

The force requested for 1994 includes: 1 supervising engineer, 1 assistant supervising engineer, 1 assistant to the supervising engineer, 1 general foreman, 1 supply technician, 1 supply clerk, 20 air conditioning equipment mechanics and helpers, 4 decorator-painters, 7 electricians, 5 elevator mechanics, 2 masons, 1 decorative plasterer, 3 plumbers, 3 sheet metal mechanics, 1 machinist, 3 wood craftsmen, 34 day laborers, 29 night laborers, 3 custodial workers, 2 messenger-drivers, 1 assistant head air conditioning engineer, 1 insulator/pipe coverer, 1 head electrical engineer, 1 assistant head electrical engineer, 1 electrical engineer, 13 electrical power mechanics, 4 elevator mechanics - test branch, 12 elevator operators, 3 public address system operators, 8 electronics mechanics, 6 nurses, 1 secretary, 6 central office administrative positions, restoration of five abolished positions and seven new positions.

Estimate 1994
Capitol Buildings

ITEMS UNDER WHICH NO CHANGES OCCUR

Unemployment Compensation	$ 300,000
Travel	600
Communications	92,000
Elevator Repairs	55,000
Annual Painting	255,000
Insect and Pest Control	7,000
Miscellaneous Improvements	200,000
Rental/Maintenance of Office and Computer Equipment	1,727,000
Substation Equipment and Repairs	15,000
Maintenance and Repair, Lighting Systems, Grounds	119,000
Repairs, Works of Art	80,000
Installation of Office Intrusion Alarm Systems	50,000
Safety Engineering Operations and Maintenance	98,500
Exhibits, Display Cases in the Crypt	10,000

ITEMS UNDER WHICH NO CHANGES OCCUR
(continued)

Maintenance of Hydraulic Barriers	12,000
Telecommunications Support, Capitol Complex	75,000
Waste Recycling	50,000
Payroll Operation, National Finance Center	670,000
Bicentennial of the Capitol Building	200,000
Repairs to the Dome, U.S. Capitol	500,000
Training	49,000
Annual Equipment	125,000
Replace and Improve House Restaurant Facilities	25,000
Replace and Improve Senate Restaurant Facilities	46,000
Maintenance of Electronic Systems	1,065,000
Contractual Maintenance of Electronic Systems	400,000
PCB Transformers and Cable (No Year)	1,083,000
Replace Existing Lighting with Energy Efficient Lighting Systems (No Year)	1,000,000
Elevator and Escalator Modernization, Capitol Building (No Year)	1,000,000
Plumbing Renovations, Capitol Building (No Year)	750,000

Schedule A

ARCHITECT OF THE CAPITOL
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	FY 92* ACTUAL		FY 93 ESTIMATE		FY 94 ESTIMATE		NET CHANGE 93/94	
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Activity:								
Capitol Buildings	191	23,896	181	23,955	193	27,753	12	3,798
Total	191	23,896	181	23,955	193	27,753	12	3,798
2. Breakdown by Object Class:								
11 Personnel Compensation		6,870		7,117		7,801		684
12 Personnel Benefits		3,739		3,789		4,623		834
13 Benefits to Former Personnel		250		300		300		
21 Travel		15		1		1		
22 Transportation of Things								
23 Rent, Communications and Utilities		840		853		2,372		1,519
24 Printing and Reproduction								
25 Other Services		11,547		11,245		11,943		698
26 Supplies and Materials		444		455		495		40
31 Equipment		191		195		218		23
32 Land and Structures								
42 Insurance Claims and Indemnities								
Total		23,896		23,955		27,753		3,798

* Includes Obligations from Prior Year "No Year" Authority.

Schedule B

ARCHITECT OF THE CAPITOL
ANALYSIS OF CHANGE TO BUDGET BASE
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.			
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Activity:												
Capitol Buildings		1,088		1,588			12	1,240		1,294	12	5,210
Total		1,088		1,588			12	1,240		1,294	12	5,210
2. Breakdown by Object Class:												
11 Personnel Compensation		375					12	309			12	684
12 Personnel Benefits		713						121				834
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities				1,419				100				1,519
24 Printing and Reproduction												
25 Other Services				128				710		1,272		2,110
26 Supplies and Materials				41								41
31 Equipment										22		22
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		1,088		1,588			12	1,240		1,294	12	5,210

Schedule C

ARCHITECT OF THE CAPITOL
Capitol Buildings
Detailed Analysis of Change by Appropriation

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1993	181	23,955
Minus: Nonrecurring costs		(1,412)
Budget Base, 1994	181	22,543
	1994 Request	
I. Adjustments to Base	Staff	Amount ($000)
A. Mandatory Pay and Related Costs	...	1,088
1. Within-grade Salary Adavancements and Other Changes		30
2. Night Differential Pay		4
3. Annualization of January 1993 Pay Raise		77
4. January 1994 Pay Raise		136
6. Contribution to Retirement Funds		365
7. Contribution to Health Benefit Funds		38
8. Contribution to Employees Compensation Fund		259
9. Locality Pay		179
B. Price Level Changes	...	1,588
1. Penalty Mail		5
2. Rental of Warehouse Space		54
3. Leased space in the Federal Judiciary Building		1,360
4. General Annual Repairs		78
5. Maintenance of air conditioning system		20
6. Exterior pointing and caulking		4
7. Asbestos Abatement		6
8. EMCS Operations and Maintenance		20
9. Supplies and material		41
C. Program Type Changes		
1. Legislation	...	...
2. Workload	12	1,240
a. Additional staff	7	199
b. Restoration of abolished positions	5	231
c. Environmental surveys and monitoring		210
d. ADA requirements		500
e. Rental of warehouse space		100

Schedule C (continued)

ARCHITECT OF THE CAPITOL
Capitol Buildings
Detailed Analysis of Change by Appropriation
(continued)

	1994 Request	
	Staff	Amount ($000)
I. Adjustments to Base (continued)		
3. Equipment, Alterations, Maintenance,	...	1,294
a. Conservation of Wall Paintings		100
b. Upgrade Capitol Complex X-Ray machines		300
c. Replace truck for electrical power branch		22
d. Improvements to A/C systems, Senate terraces		126
e. Replace and upgrade underground storage tanks		450
f. Complex-wide fire signaling system		221
g. CAD Data Base Development - Grounds		75
II. Net Increase/Decrease Requested	12	5,210
III. Total Appropriation Request, 1994	193	27,753

Schedule P

ARCHITECT OF THE CAPITOL
Capitol Buildings
Detailed Analysis of Priority by Appropriation

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1993	181	23,955
Minus: Nonrecurring costs		(1,412)
Budget Base, 1994	181	22,543
	1994 Request	
I. Adjustments to Base	Staff	Amount ($000)
— NONDISCRETIONARY	...	2,502
- Mandatory Pay and Related Costs		1,088
- Rental of Warehouse Space		54
- Leased space Federal Judiciary Building		1,360
— CRITICAL	12	1,764
- Annual Recurring Items		174
- Additional staff	7	199
- Restoration of abolished positions	5	231
- ADA requirements		500
- Environmental surveys and monitoring		210
- Replace and Upgrade Underground Storage Tanks		450

Schedule P (continued)

ARCHITECT OF THE CAPITOL
Capitol Buildings
Detailed Analysis of Priority by Appropriation
(continued)

	1994 Request	
I. Adjustments to Base (continued)	Staff	Amount ($000)
— HIGHLY DESIRABLE	...	847
- Complex-wide Fire Signaling System		221
- Upgrade Capitol complex x-ray machines		300
- Improvements to A/C system, Senate terraces		126
- Conservation of Wall Paintings		100
- Rental of Warehouse Space		100
— DESIRABLE	...	97
- Replace Truck for Electrical Power Branch		22
- CAD Data Base Development – Grounds		75
II.Net Increase/Decrease Requested	12	5,210
III. Total Appropriation Request, 1994	193	27,753

ARCHITECT OF THE CAPITOL
Capitol Buildings

Program and Financing (in thousands of dollars)

Identification code 01–0105–0–1–801	1992 actual	1993 est.	1994 est.
Program by activities:			
10.00 Total obligations	23,896	31,539	29,219
Financing:			
21.40 Unobligated balance available, start of year	−6,970	−10,126	−2,542
24.40 Unobligated balance available, end of year	10,126	2,542	1,076
25.00 Unobligated balance expiring	559		
39.00 **Budget authority**	**27,611**	**23,955**	**27,753**
Budget authority:			
Current:			
40.00 **Appropriation**	**23,021**	**23,955**	**27,753**
Permanent:			
65.00 **Advance appropriation**	**4,590**		
Relation of obligations to outlays:			
71.00 Total obligations	23,897	31,539	29,219
72.40 Obligated balance, start of year	7,445	9,767	7,212
74.40 Obligated balance, end of year	−9,767	−7,212	−5,388
77.00 Adjustments in expired accounts	−264		
90.00 Outlays	21,311	34,094	31,043

Object Classification (in thousands of dollars)

Identification code 01–0105–0–1–801	1992 actual	1993 est.	1994 est.
Personnel compensation:			
11.1 Full-time permanent	5,558	5,836	6,453
11.3 Other than full-time permanent	96	40	43
11.5 Other personnel compensation	1,216	1,241	1,305
11.9 Total personnel compensation	6,870	7,117	7,801
12.1 Civilian personnel benefits	3,739	3,789	4,623
13.0 Benefits for former personnel	250	300	300
21.0 Travel and transportation of persons	15	1	1
23.2 Rental payments to others	840	853	2,372
25.1 Consulting services		10	10
25.2 Other services	11,547	18,819	13,399
26.0 Supplies and materials	444	455	495
31.0 Equipment	191	195	218
99.9 Total obligations	23,896	31,539	29,219

Personnel Summary

Identification code 01–0105–0–1–801	1992 actual	1993 est.	1994 est.
Total compensable workyears:			
Full-time equivalent employment	180	186	197
Full-time equivalent of overtime and holiday hours	23	23	23

[Clerk's note.—The Program and Finance and Object Class tables reflect the budget justifications as submitted to the Subcommittee. Please check Appendix to the President's FY94 Budget for any changes that may be made subsequent to the January 1993 submission to the Subcommittee.]

ARCHITECT OF THE CAPITOL

CAPITOL BUILDINGS

OBJECT CLASSIFICATION

[In thousands of dollars]

Item	1992 actual	1993 estimate	1994 estimate
25.2 Other services:			
General annual repairs and alterations	$206	$105	$183
Elevator maintenance and repairs	42	55	55
Annual painting	253	255	255
Maintenance, air-conditioning system	87	45	65
Insect and pest control	2	7	7
Miscellaneous improvements	89	200	200
Maintenance and rental of office and computer equipment	1,800	1,727	1,727
Substation equipment and repairs	15	15	15
Maintenance and repair, lighting system, grounds and floodlighting dome of Capitol	88	119	119
Repairs, works of art	78	80	80
Hazardous waste disposal of backlog	15		
Installation of office intrusion alarms	32	50	50
Safety engineering operations and maintenance	48	99	98
Exterior pointing and caulking	55	59	63
Display cases in crypt	11	10	10
Asbestos abatement	129	112	118
Paint exterior windows	92		
Maintenance of hydraulic barriers	5	12	12
Telecommunications support, Capitol complex	55	75	75
Bicentennial of the Capitol building	175	200	200
EMCS operations and maintenance	41	42	62
Renovations to Capitol Police offices, ST-1, 3, 5, and 7	76		
Security system Capitol complex	106	315	
Waste recycling program	11	50	50
Mural Decorations, W. Front, 1st Floor, House Wing	250		
Payroll systems improvements	661	670	670
Housekeeping Services Evaluation	13		
Training	49	49	49
Maintenance of electronics systems, Capitol complex	1,151	1,465	1,465
Replacement of Minton Tile	192	182	
Recondition various air-conditioning units	225	287	
Alterations to room H-140		300	
Program for energy conservation	13	140	
PCB transformers and cable	2,315	2,518	1,412
Smoke detection and voice fire alarm system	132	51	
Replace Transformer, West Lawn of the Capitol	35	29	
Alterations to Senate Library, fourth floor		53	
House monumental steps, East front		2,814	703
Repair fireplace exhaust system		200	
Conservation of wall paintings	30	70	100
Renovation to House restaurant kitchen	913	1,353	338
Roof repairs, Capitol building	150	11	
Renovation of former document room space	216	1	
Senate chamber audio system	1,499		
Elevator and escalator modernization	5	995	900
Retrofit energy efficient lighting system	139	1,489	1,072
Refinish House and Senate wings interior shutters/lighting	48	157	
Gutter Guards, Dome, U.S. Capitol		500	500
Construction of police explosives storage facility		15	
Security equipment for postal square		40	
X-ray equipment for Ford building		100	
Modifications to power plant security system		200	
CAPNET-LBTN fiber backbone		245	
Renovate Senate restaurant pantry		400	
Plumbing renovations, Capitol building		450	1,050
Roof replacement, House side, East front		412	
Complex Wide Fire Signaling System			221
CAD Data Base Development—Grounds			75
ADA Requirements			400
Upgrade Capitol complex x-ray machines			300
Indoor Air Quality Survey & Monitoring			100
Temporary Funding for Asbestos Inspectors			110
Improvements to A/C Systems, West Front Terrace			100
Replace & upgrade underground storage tanks			400
Combined projects adjustment		1	
Total, other services	$11,547	$18,829	$13,409

Estimate 1994
Summary
Capitol Grounds

Capitol Grounds
Summary

	Positions	Amount	Positions	Amount
1993 Appropriation in annual act			82	$ 5,600,000
1993 Nonrecurring Deductions				
Repair Balustrade Walls, 1st Street, N.W. & S.W.	...	$ 377,000		
Purchase of Street Light Poles	...	25,000		
Tree Replacement	...	100,000		
Repairs to Olmsted Fountains and Planters	...	25,000		
Rotomist Sprayer and Truck	...	60,000		
Crew Cab Truck - 1 Ton	...	22,000		
Total 1993 Nonrecurring Deductions			...	(-) 609,000
Total 1994 Base			82	$ 4,991,000
Increases				
Mandatory Items				
Within-grade Promotions, Wage Board Employees	...	81,000		
Within-grade Salary Advancements and Other Changes, GS Employees	...	9,000		
Overtime	...	14,000		
Night Differential	...	2,000		
Wage Rate Increases, Wage Board Employees, January, 1993 pay raise	...	34,000		
Increased Civilian Pay Act Cost, January, 1993	...	2,000		
Wage Rate Increases, Wage Board Employees, January, 1994 pay raise	...	50,000		
Increased Civilian Pay Cost, January 1994	...	4,000		
Contribution to Retirement Funds	...	107,000		
Payment to Health Benefits Funds	...	26,000		
Locality Pay	...	71,000		
Total Mandatory Items			...	400,000

Capitol Grounds
Summary
(continued)

	Positions	Amount	Positions	Amount
Increases (continued)				
New Positions				
WG-6 Gardener	3	108,000		
Total New Positions			3	108,000
Annual Recurring Maintenance				
Disposal of Solid Waste	...	$ 173,000		
Supplies and Materials	...	3,000		
Total, Annual Recurring Maintenance			...	176,000
Nonrecurring Items				
Cyclical Maintenance				
Equipment:				
Replacement of Watering Truck	...	$ 23,000		
Total, Cyclical Maintenance	...	23,000		
Continuing and Initiating Other Programs				
Americans with Disabilities Act Requirements	...	$ 50,000		
Total, Continuing and Initiating Other Programs	...	50,000		
Total Nonrecurring Items			...	$ 73,000
Total Increases			3	$ 757,000
Total Estimate for 1994			85	$ 5,748,000

CAPITOL GROUNDS -- (Net Increase for 1994........ $148,000)

1993 Appropriation in annual act		$ 5,600,000
Deductions - Nonrecurring Items		
Repair Balustrade Walls, 1st Street, N.W. & S.W.	$ 377,000	
Purchase of Street Light Poles	25,000	
Tree Replacement	100,000	
Repairs to Olmsted Fountains and Planters	25,000	
Rotomist Sprayer and Truck	60,000	
Crew Cab Truck - 1 Ton	22,000	(-) 609,000
Base for 1994		$ 4,991,000

Increases

MANDATORY ITEMS

Within-grade promotions, wage board employees	$ 81,000
Within-grade salary advancements and other changes, GS Employees	9,000
Overtime	14,000
Night differential	2,000
Wage rate increases, wage board employees, January, 1993 pay raise	34,000
Increased civilian pay act cost, January, 1993	2,000
Wage rate increases, wage board employees, January, 1994 pay raise	50,000
Increased civilian pay cost, January 1994	4,000
Payment to retirement funds	107,000
Payment to health benefits funds	26,000
Locality pay	71,000
Total Increase - MANDATORY ITEMS	$ 400,000

Increases (continued)

NEW POSITIONS - REQUESTED

Gardening Division

3 WG-6 Gardeners..	$ 108,000
Total - 3 new positions @ annual cost of................	$ 108,000

3 - GARDENERS, WG-6: Three new positions and an amount of $108,000 are requested in fiscal year 1994 to provide for three gardener positions in the Capitol Grounds appropriation. Of this amount, $78,000 is requested for compensation at the WG-6 level and $30,000 is for related employee benefits.

These positions are required to maintain the additional workload due to increased planting areas and beds. These additional areas include the new raised plant beds on the West Front Terrace. Additionally, for the past two years, funding has been provided for landscape improvements to the Grounds. This funding has been utilized to plant new trees and shrubs, as well as create new flower beds and other new landscaping features. The new gardener positions will enable the appropriate care of the additional improvements.

Annual Recurring Maintenance

Disposal of Solid Waste increased from $387,000 to $560,000........	$ 173,000

This work is performed under contract, and involves the removal of solid waste from various buildings in the Capitol Complex. These include the Capitol, the House and Senate Office Buildings, the Botanic Garden and the Supreme Court Building, funding for which is provided in another appropriation. For fiscal year 1994, an increase of $173,000 is requested to cover the cost of these services. The District of Columbia increased disposal fees at the regional waste disposal site. Based on the present tonnage (approximately 4,000 tons) disposed annually, a total need of $173,000 is required.

Increases (continued)

Annual Recurring Maintenance (continued)

Supplies and Materials increased from $120,000 to $123,000........ $ 3,000

A $3,000 increase to Supplies and Materials is requested to provide for the various items procured for the maintenance of the Capitol Grounds. The largest increases are requested for grass seed ($1,000), soil amendments such as peat, fertilizer and sod ($1,000) and insecticides and fungicides ($1,000). These increases are required to meet price level increases.

Total Annual Recurring Maintenance....................... $ 176,000

OTHER INCREASES - NONRECURRING ITEMS

Cyclical Maintenance
Equipment:

Replacement of Water Truck.................................... $ 23,000

The current water truck, a 1966 Ford, is worn out and repairs are so costly and frequent that replacement is required. A truck equipped with a 300 gallon capacity water tank and hose is required for watering the annual flowers and evergreen plantings in the numerous security planters. Such a truck is also required for the planting and proper watering of individual trees and shrubs during their first few weeks of becoming established.

Total Cyclical Maintenance............................... $ 23,000

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs

Americans with Disabilities Act Requirements...................... $ 50,000

The main justification for this new program is found in the "Capitol Buildings" justifications on pages 5.27 - 5.31.

Priority work proposed for the Capitol Grounds during fiscal year 1994 will be directed toward completing the network of curb ramps throughout the Capitol complex. Although the core areas around the U.S. Capitol are accessible, a substantial number of problems remain at the periphery. Individuals in wheelchairs have continued to notify this office of the need for additional work. A survey will be conducted to identify the highest priority curb ramp projects to be completed during the fiscal year.

Thus an amount of $50,000 is requested on a "No Year" basis and it is proposed to allow that amount to remain in the budget base until the completion of the program, which is estimated will take approximately seven years. These funds are necessary to provide for materials and labor to design and perform the necessary modifications, as well as to provide for additional assistance from qualified consultants.

Total Continuing and Initiating Other Programs............ $ 50,000

Total Increase - NONRECURRING ITEMS...................... $ 73,000

TOTAL INCREASES.. $ 757,000

Total Estimate for 1994.. $ 5,748,000

Estimate 1994
Capitol Grounds

Objectives

This appropriation provides for the care of the Capitol Grounds as defined in the Act of July 31, 1946, as amended by the Acts of October 20, 1967 (40 U.S.C. 193a) and Section 739 of Public Law 93-198 (87 Stat. 825-830) and further amended by Public Law 96-432 (94 Stat. 1851). Approximately 191 acres of lawn areas, sidewalks, streets and roadways comprise the Capitol Grounds. Thousands of trees and shrubs, lawn irrigation systems with approximately 10,000 sprinkler heads, underground sewer and drainage systems, terraces, retaining walls, fountains, and reflecting pools are located on the Capitol Grounds. The landscaped areas above the two underground House Garages, the House and Senate parking lots, the Taft Memorial, traffic signals, walk lights and demand lights, are also maintained by the grounds force. The care and operation of the grounds' motor and other equipment is performed by mechanics funded in this appropriation.

For many years, the Capitol Grounds comprised only the area lying between Independence Avenue and Constitution Avenue and First Street East and First Street West and totaled 58.8 acres. In 1929-1935, the Capitol Grounds were enlarged by the acquisition and development of the area north of Constitution Avenue, lying between that Avenue and Union Station. This addition of 61.4 acres increased the total area of the Capitol Grounds to 120.2 acres.

With the acquisition in recent years of the Hart Senate Office Building site and the streets added by Public Law 93-198, the streets and sidewalks added by Public Law 96-432, and the transfer of the former GSA Coal Yard, located at 42 Eye Street, S.E., the Capitol Grounds' force now maintains a total of approximately 220 acres.

The Architect performs his duties under authority of the Acts of August 15, 1876 (19 Stat. 147), March 4, 1929 (45 Stat. 1694), and July 31, 1946 (60 Stat. 718), as amended by the Act of October 20, 1967 (81 Stat. 275) and the Act of December 24, 1973 (87 Stat. 825-830). A regular force of 85 gardeners, helpers, laborers, mechanics, and supervisory personnel is required for 1994. A breakdown of the force is as follows:

Objectives (continued)

15 employees in care of the Grounds of House Office Buildings and Annexes, Capitol Power Plant and landscaped areas around and above underground garages, Southeast and Southwest Grounds.*
11 employees in care of the Grounds of Senate Office Buildings, Northeast and Northwest Grounds.*
15 employees in care of the Grounds in vicinity of Capitol Building.*
8 employees for tree surgery work.
7 employees on lawn irrigation systems.
7 employees for maintenance of motor and other mechanical equipment.
4 employees on sewer and concrete work.
3 employees for trash and materials handling branch.
6 employees for providing shuttle service and driving trucks.
4 employees for direction, supervision, and clerical work.
2 employees for direction and supervision of specialized planting, pruning, spraying, landscape work and gardening.
3 new gardener positions. *

* Includes trimming, cultivating, weeding, planting, transplanting, spraying, pruning, grass cutting, and other gardening functions.

During inclement weather, the Capitol grounds employees are used for such work as repair and sharpening of tools, repair of equipment, cleaning debris from the Capitol, and other miscellaneous cleaning work. They are also used for raking and removing leaves, snow removal, and assisting in preparing for functions, band concerts, parades, unveiling exercises and other Capitol ceremonies, Flag Day exercises, Inaugural Ceremonies, and the like.

ITEMS UNDER WHICH NO CHANGES OCCUR

General Annual Repairs	32,000
Insect and Pest Control	6,000
Miscellaneous Improvements	10,000
Exterior Pointing and Caulking	22,000
Motor Truck and Tractor Repairs	15,000
Motor and Hand Mower Repairs	6,000
Snow Removal	30,000
Waste Paper Disposal	180,000
Repairs to Streets, Sidewalks, Curbs, and Other Areas	32,000
Maintenance, Taft Memorial	5,000
Annual Maintenance and Replacement of Concrete Pavers, Terraces of Capitol	20,000
Maintenance of Shuttle Vans	11,000
Disposal of Bulk Waste	78,000
Maintenance of Manual Bollards and Security Equipment	8,000
Training	9,000
Equipment: Annual	11,000

ITEMS UNDER WHICH NO CHANGES OCCUR (continued)

Replacement of Street Light Poles	150,000
Replace Sidewalks at Various Locations	250,000
Replace Bituminous Paving at Various Locations	175,000
Replace Series Street Lighting, N.E. and N.W. Quadrants (No Year)	200,000

Schedule A

ARCHITECT OF THE CAPITOL
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	FY 92* ACTUAL		FY 93 ESTIMATE		FY 94 ESTIMATE		NET CHANGE 93/94	
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Activity:								
Capitol Grounds	82	4,975	82	5,600	85	5,748	3	148
Total	82	4,975	82	5,600	85	5,748	3	148
2. Breakdown by Object Class:								
11 Personnel Compensation		2,487		2,666		2,989		323
12 Personnel Benefits		529		568		753		185
13 Benefits to Former Personnel								
21 Travel		1						
22 Transportation of Things								
23 Rent, Communications and Utilities								
24 Printing and Reproduction								
25 Other Services		1,556		2,153		1,849		(304)
26 Supplies and Materials		116		120		123		3
31 Equipment		282		93		34		(59)
32 Land and Structures								
42 Insurance Claims and Indemnities		4						
Total		4,975		5,600		5,748		148

* Includes Obligations from Prior Year "No Year" Authority.

Schedule B

ARCHITECT OF THE CAPITOL
ANALYSIS OF CHANGE TO BUDGET BASE
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.			
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Activity:												
Capitol Grounds		400		176			3	158		23	3	757
Total		400		176			3	158		23	3	757
2. Breakdown by Object Class:												
11 Personnel Compensation		245					3	78			3	323
12 Personnel Benefits		155						30				185
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services				173				50				223
26 Supplies and Materials				3								3
31 Equipment										23		23
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		400		176			3	158		23	3	757

6.12

Schedule C

ARCHITECT OF THE CAPITOL
Capitol Grounds
Detailed Analysis of Change by Appropriation

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1993	82	5,600
Minus: Nonrecurring costs		(609)
Budget Base, 1994	82	4,991

	1994 Request	
I. Adjustments to Base	Staff	Amount ($000)
A. Mandatory Pay and Related Costs	...	400
1. Within-grade Salary Advancements and Other Changes		90
2. Overtime and Night Differential Pay		16
3. Annualization of January 1993 Pay Raise		36
4. January 1994 Pay Raise		54
5. Contribution to Retirement Funds		107
6. Contribution to Health Benefits Funds		26
7. Locality Pay		71
B. Price Level Changes	...	176
1. Disposal of solid waste		173
2. Supplies and materials		3
C. Program Type Changes		
1. Legislation	...	...
2. Workload	3	158
a. Additional staff	3	108
b. ADA requirements		50

Schedule C (continued)

ARCHITECT OF THE CAPITOL
Capitol Grounds
Detailed Analysis of Change by Appropriation
(continued)

	1994 Request	
	Staff	Amount ($000)
I. Adjustments to Base (continued)		
3. Equipment, Alterations, Maintenance,	...	23
a. Replacement of watering truck		23
II.Net Increase/Decrease Requested	3	757
III. Total Appropriation Request, 1994	85	5,748

Schedule P

ARCHITECT OF THE CAPITOL
Capitol Grounds
Detailed Analysis of Priority by Appropriation

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1993	82	5,600
Minus: Nonrecurring costs		(609)
Budget Base, 1994	82	4,991

	1994 Request	
I. Adjustments to Base	Staff	Amount ($000)
— NONDISCRETIONARY	...	573
- Mandatory Pay and Related Costs		400
- Disposal of Solid Waste		173
— CRITICAL	...	53
- ADA Requirements		50
- Annual Recurring Items		3
— HIGHLY DESIRABLE	3	131
- Additional staff	3	108
- Replacement of Watering Truck		23
— DESIRABLE	...	...
II. Net Increase/Decrease Requested	3	757
III. Total Appropriation Request, 1994	85	5,748

ARCHITECT OF THE CAPITOL
Capitol Grounds

Program and Financing (in thousands of dollars)

Identification code 01–0108–0–1–801		1992 actual	1993 est.	1994 est.
	Program by activities:			
10.00	Total obligations	4,975	6,128	5,748
	Financing:			
21.40	Unobligated balance available, start of year	−401	−528	....
24.40	Unobligated balance available, end of year	528	....	....
25.00	Unobligated balance expiring	164	....	....
39.00	**Budget authority**	**5,266**	**5,600**	**5,748**
	Budget authority:			
	Current:			
40.00	**Appropriation**	**4,425**	**5,600**	**5,748**
	Permanent:			
65.00	**Advance appropriation**	**841**	....	....
	Relation of obligations to outlays:			
71.00	Total obligations	4,975	6,128	5,748
72.40	Obligated balance, start of year	663	688	810
74.40	Obligated balance, end of year	−688	−810	−825
77.00	Adjustments in expired accounts	−27	....	....
90.00	Outlays	4,923	6,006	5,733

Object Classification (in thousands of dollars)

Identification code 01–0108–0–1–801		1992 actual	1993 est.	1994 est.
	Personnel compensation:			
11.1	Full-time permanent	2,167	2,357	2,649
11.3	Other than full-time permanent	43	17	17
11.5	Other personnel compensation	277	292	323
11.9	Total personnel compensation	2,487	2,666	2,989
12.1	Civilian personnel benefits	529	568	753
21.0	Travel and transportation of persons	1	....	....
25.2	Other services	1,556	2,681	1,849
26.0	Supplies and materials	116	120	123
31.0	Equipment	282	93	34
42.0	Insurance claims and indemnities	3	....	....
99.9	Total obligations	4,975	6,128	5,748

Personnel Summary

Identification code 01–0108–0–1–801	1992 actual	1993 est.	1994 est.
Total compensable workyears:			
Full-time equivalent employment	81	80	86
Full-time equivalent of overtime and holiday hours	7	7	7

[Clerk's note.—The Program and Finance and Object Class tables reflect the budget justifications as submitted to the Subcommittee. Please check Appendix to the President's FY94 Budget for any changes that may be made subsequent to the January 1993 submission to the Subcommittee.]

ARCHITECT OF THE CAPITOL

CAPITOL GROUNDS

OBJECT CLASSIFICATION

[In thousands of dollars]

Item	1992 actual	1993 estimate	1994 estimate
25.2 Other services:			
General annual repairs	$31	$32	$32
Insect and pest control	2	6	6
Miscellaneous improvements	6	10	10
Exterior pointing and caulking	21	22	22
Motor truck and tractor repairs	14	15	15
Motor and hand mower repairs	5	6	6
Snow removal	8	30	30
Removal of waste paper	157	180	180
Repairs to streets, sidewalks, curbs, and other areas	40	32	32
Maintenance, Taft Memorial	1	5	5
Repair sidewalks at various locations	103		
Annual maintenance, concrete pavers, Capitol terraces	3	20	20
Disposal of solid waste	406	387	560
Rental of shuttle vans	11	11	11
Care and improvements to grounds	275		
Repave top of Senate garage	45		
Disposal of bulk waste	23	78	78
Maintenance of manual bollards and security equipment	1	8	8
Conservation of Garfield Memorial	42		
C Street, N.E., Security Improvements	66		
Guard Houses, East Front Plaza	23		
Training	2	9	9
Maintenance of Old Providence Hospital site		71	
Replacement of broad walkway approaches on west side of Capitol	213	18	
Replace lighting standards and heads, east and west lawns	4	83	
Modifications street lighting, Capitol complex	56	344	
Repair balustrade walls, First Street, N.W. & S.W		377	
Replacement of street light poles		175	150
Replace sidewalks at various locations		250	250
Replace bituminous paving at various locations		175	175
Tree Replacement		100	
Repairs to Olmsted Fountains & Planters		25	
Replace street lighting system, N.E. and N.W. quadrants		200	200
ADA Requirements			50
Unallotted balances		12	
Total, other services	$1,556	$2,681	$1,849

ARCHITECT OF THE CAPITOL
Senate Office Buildings

Estimate 1994
Summary
Senate Office Buildings

Senate Office Buildings
Summary

	Positions	Amount	Positions	Amount
1993 Appropriation in annual act			591	$ 47,339,000
1993 Nonrecurring Deductions				
Election Year Moving Cost	...	$ 500,000		
Senate Subway System Improvements	...	3,000,000		
Relocation of Senate Library	...	500,000		
Modernize DSOB Passenger Elevators	...	1,000,000		
Design & Construct New Stair, Ground to Basement, Dirksen Building	...	300,000		
Implementation of New Furniture and Furnishings Policy	...	475,000		
Alterations to Senate Space	...	406,000		
Senate Page Dorm	...	2,000,000		
Total 1993 Nonrecurring Deductions			...	(-) 8,181,000
Total 1994 Base			591	$ 39,158,000

Estimate 1994
Summary
Senate Office Buildings (continued)

Senate Office Buildings
Summery
(continued)

			Positions	Amount
Increases				
Mandatory Items				
Within-grade Salary Advancements and Other Changes, GS Employees	...	16,000		
Overtime	...	184,000		
Sunday Premium Pay	...	1,000		
Wage Rate Increases, Wage Board Employees, January, 1993 Pay Raise	...	404,000		
Increased Civilian Pay Act Cost, January, 1993	...	102,000		
Wage Rate Increases, Wage Board Employees, January, 1994 Pay Raise	...	299,000		
Increased Civilian Pay Act Cost, January 1994	...	70,000		
Contribution to Retirement Funds	...	552,000		
Contribution to Health Benefits Funds	...	139,000		
Locality Pay	...	488,000		
Total Mandatory Items			...	2,255,000
Annual Recurring Maintenance				
Lease of Postal Square	...	$1,550,000		
General Annual Repairs and Alterations	...	8,000		
Exterior Pointing and Caulking	...	6,000		
Furniture Repairs	...	9,000		
Training	...	21,000		
Annual Machinery, Tools, and Miscellaneous	...	43,000		
Total Annual Recurring Maintenance			...	1,637,000

Senate Office Buildings
Summary
(continued)

	Positions	Amount	Positions	Amount
Increases (continued)				
Nonrecurring Items				
Cyclical Maintenance				
Modernize Passenger Elevators, Russell Building..	...	$ 1,400,000		
Modernize Three Freight Elevators, Hart Building.	...	300,000		
Roofing Repairs, Russell and Dirksen Buildings...	...	350,000		
Total Cyclical Maintenance.............	...	$ 2,050,000		
Continuing and Initiating Other Programs				
Holding Cells, Capitol Police Headquarters.......	...	$ 75,000		
Install Lightning Protection System, Russell Building....................................	...	100,000		
Modular Furniture for Russell and Dirksen Buildings..................................	...	500,000		
Furniture, Accessories and Special Allowances Policy.....................................	...	83,000		
Relocation of Senate Library....................	...	5,000,000		

Estimate 1994
Summary
Senate Office Buildings (continued)

Senate Office Buildings
Summary
(continued)

	Positions	Amount	Positions	Amount
Nonrecurring Items (continued)				
Continuing and Initiating Other Programs				
Retrofit Energy Efficient Lighting System, Senate Office Buildings	...	$ 1,000,000		
Design New Hart Building Stair/Escalator	...	150,000		
Uninterruptible Power Supply, Senate Telecommunications	...	50,000		
Americans with Disabilities Act Requirements	...	700,000		
Total Continuing and Initiating Other Programs	...	$ 7,658,000		
Total Nonrecurring Items			...	$ 9,708,000
Total Increases			...	13,600,000
Total Estimate for 1994			591	$ 52,758,000

SENATE OFFICE BUILDINGS -- (Net Increase for 1994..........$5,419,000)

1993 Appropriation in annual act		$ 47,339,000
Deductions - Nonrecurring Items		
Election Year Moving Cost	$ 500,000	
Senate Subway System Improvements	3,000,000	
Relocation of Senate Library	500,000	
Modernize DSOB Passenger Elevators	1,000,000	
Design & Construct New Stair, Ground to Basement, Dirksen Building	300,000	
Implementation of New Furniture and Furnishings Policy	475,000	
Alterations to Senate Space	406,000	
Senate Page Dorm	2,000,000	(-) 8,181,000
Base for 1994		$ 39,158,000

Increases

MANDATORY ITEMS

Within-grade salary advancements and other changes, GS employees	$ 16,000
Overtime	184,000
Sunday premium pay	1,000
Wage rate increases, wage board employees, January, 1993 pay raise	404,000
Increased civilian pay act cost, January, 1993	102,000
Wage rate increases, wage board employees, January, 1994 pay raise	299,000
Increased civilian pay act cost, January 1994	70,000
Contribution to retirement funds	552,000
Contribution to health benefits funds	139,000
Locality pay	488,000
Total Increase - MANDATORY ITEMS	$2,255,000

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS

Lease of Postal Square increased from $6,000,000 to $7,550,000..........$1,550,000

Sec. 107 of the fiscal year 1991 Legislative Branch Appropriations Act, P.L. 101-520, provided authority to the Architect of the Capitol to lease approximately 150,000 square feet of space in the City Post Office, known as Postal Square, for use by certain Senate operations. Sec. 107 further provided that funds for such leasing would be appropriated under the "Architect of the Capitol, Senate Office Buildings" appropriation.

An amount of $6,000,000 was appropriated for leasing costs for fiscal year 1993. For fiscal year 1994, a total amount of $7,550,000 is requested, an increase of $1,550,000 over the amount already in the budget base. The request is based on presently known cost factors, which include the base lease cost increases, in an amount of $900,000, as well as the amortization of the GSA Above Standard Building Costs, in an amount of $650,000, required by the leasing arrangement between GSA and the Architect of the Capitol. Approval to request funds in the fiscal year 1994 budget for this project has been sought from the Senate Committee on Rules and Administration.

General Annual Repairs and Alterations increased from $109,000 to $117,000..$... 8,000

This allotment provides for the annual repairs and maintenance of Senate Office Buildings electrical equipment such as vacuum cleaners, scrubbing machines, door systems, fork lift trucks, fire alarm systems, masonry materials, sheet metal materials, etc. Repairs to hand and trash trucks and other equipment in use throughout the buildings are also provided. Repairs to roofs also come under this item. The requested increase of $8,000 is to meet the current need for this item, which will cover inflationary increases over the past two years. This allotment was last increased in fiscal year 1992.

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)

Exterior Pointing and Caulking increased from $93,000 to $99,000......	$	6,000

The preventive maintenance program for exterior pointing and caulking was established in fiscal year 1982. The purpose of the program is to provide routine annual maintenance to the exterior stonework and other masonry to avoid costly emergency repair work. To continue the program at its current work level, an increase of $6,000 is requested, which will cover inflationary increases over the past two years. This allotment was last increased in fiscal year 1992.

Furniture Repairs increased from $135,000 to $144,000................	$	9,000

This allotment provides for the purchase of parts, materials and supplies to annually maintain and repair furniture and furnishings in the Senate Office Buildings. To continue the program at its current work level, an increase of $9,000 is requested, which will cover inflationary increases over the past two years. This allotment was last increased in fiscal year 1991.

Training increased from $35,000 to $56,000...........................	$	21,000

This allotment provides for the training needs of all personnel in the Office of the Superintendent as well as the Senate Restaurant. With the recognized need to improve service to the Senate, great efforts have been made to improve operations at all levels. Topics include training areas such as supervision and staffing; remedial reading; project planning and execution; discrimination and equal employment opportunity; and housekeeping. This allotment also provides for training and awareness programs of special interest to the Senate Office Buildings such as indoor air quality, energy conservation, hazardous waste, etc. This increase is requested to enable the basic minimum organizational training needs to be met.

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)

Annual Machinery, Tools and Miscellaneous increased from $82,000 to $125,000	$ 43,000

This allotment provides replacement motors, machinery and tools for the Senate Office Buildings maintenance forces. Included under this allotment are such items as vacuum machines, floor maintenance and finishing machines, power hand tools, and the like. This allotment has not been increased for several years, and the requested amount of $43,000 will meet the rising cost of items provided under this allotment.

Total Increase - ANNUAL RECURRING ITEMS	$ 1,637,000

OTHER INCREASES - NONRECURRING ITEMS

Cyclical Maintenance

Renovate Committee Hearing Rooms	$ (438,000)

This project was originated in fiscal year 1991 as the initial year of a multi-year project that seeks to renovate and refurbish all Dirksen and Russell hearing rooms in need of renovation. In addition, the project also provides for the upgrading of lighting systems, consideration of accommodations to make the committee rooms accessible to persons with disabilities, necessary furniture refurbishing or replacement, carpeting, draperies, etc. Provision for remote television and radio links will be a part of this project as needed within each room. In the process of this renovation work, allowances will also be made to equip each room with the necessary smoke detection sensors for connection to the central fire alarm system.

Estimate 1994
Senate Office Buildings

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS

Cyclical Maintenance (continued)

Renovate Committee Hearing Rooms (continued)

A total of $1,284,000, the same amount appropriated in fiscal year 1993, has been included in the budget base to continue renovation of committee rooms in fiscal year 1994. This program is projected to continue through fiscal year 1997. This justification is to request an increase in the "No Year" amount by $438,000 to the total of $1,284,000. The amount in the budget base in fiscal year 1993, $846,000, was appropriated on a "No Year" basis, but the requested increase for fiscal year 1993, $438,000, was appropriated on an "Annual" basis. Approval of the total amount in the budget base on a "No Year" basis will facilitate better accountability and control over the expenditure of funds for this project.

Modernize Passenger Elevators, Russell Building..................... $1,400,000

This request is part of a comprehensive multi year elevator and escalator modernization and addition program designed to improve the vertical transportation system within the Senate Office Buildings. The program has been designed to create an integrated solution to the most critical vertical transportation problems. For fiscal year 1993, two components to this program were funded, totalling $1,300,000. The fiscal year 1994 request has three components totalling $1,850,000. This request is for one component of that overall program.

The Russell Senate Office Building has fourteen existing elevators. The elevators were modernized between 1966 and 1978. However, replacement parts are becoming difficult to obtain and the systems are outdated in design and operational efficiency. This request is submitted to provide for the preparation of detailed designs and modernization of all Russell Building elevators. This modernization program will also bring all elevators in the Russell Building into full compliance with the Americans with Disabilities Act, where possible.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Modernize Passenger Elevators, Russell Building (continued)

This project complements and will be closely coordinated with other projects for the design, development, and modernization of elevators for the Dirksen Senate Office Building, funding for which was appropriated in fiscal year 1993. Upon completion of this work, all Russell Building elevators will be completely refurbished, modernized, and will utilize state of the art microprocessor dispatching and control systems.

As this work will require more than one year to complete, these funds are requested on a "No Year" basis. Approval to request funds in the fiscal year 1994 budget for this project has been sought from the Senate Committee on Rules and Administration.

Modernize Three Freight Elevators, Hart Building...................... $ 300,000

This request is part of a comprehensive multi year elevator and escalator modernization and addition program designed to improve the vertical transportation system within the Senate Office Buildings. The program has been designed to create an integrated solution to the most critical vertical transportation problems. For fiscal year 1993, two components to this program were funded, totalling $1,300,000. The fiscal year 1994 request has three components totalling $1,850,000. This request is for one component of that overall program.

The three freight elevators in the Hart Building are critical to the efficient operation of all building activities. Elevator S-1 on the south and S-2 on the north each have rear and front doors to serve Dirksen floor elevations on the west and Hart floor elevations on the east. These units are very large slow speed elevators and are in heavy daily (24 hours per day) use for the movement of trash, furniture, equipment, pallet trucks and other items. S-3 serves the basement level through the third floor, providing exclusive service from the basement Dirksen kitchen to the Central Hearing Facility on the second floor and the third floors of the central wing of the Hart Building.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Modernize Three Freight Elevators, Hart Building (continued)

An electrical fault in S-1 in 1983 caused extensive damage to the control wiring. The central panels were rewired but this system has been very troubleprone ever since that event. In addition, S-2 and S-3 have proven to be very prone to breakdowns. Efforts over the years to make these systems reliable and make improvements have resulted in increased reliability. However, the increased reliability does not meet the degree needed in consideration of how vital these units are to the daily operations of the Senate Office Buildings.

Replacement of the current hybrid electronic control and dispatching systems with microprocessor based systems is recommended to enhance reliability and ensure that the basic operating needs of the Senate can be met.

As this work may require more than one year to complete, these funds are requested on a "No Year" basis. Approval to request funds in the fiscal year 1994 budget for this project has been sought from the Senate Committee on Rules and Administration.

Roofing Repairs, Russell and Dirksen Buildings........................ $ 350,000

Emphasis has been placed on repairing and replacing sections of roofing on the Russell and Dirksen Buildings for the past four years. Work has concentrated on the areas seen as being the locations thought to be the principal sources of water leakage. These efforts have proven worthwhile and have yielded roofing systems thought to be in reasonable condition.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Roofing Repairs, Russell and Dirksen Buildings (continued)

Increased scrutiny has since been given and efforts are now underway to study the entire roof systems of these two buildings with infrared technology, to better discern areas of water penetration. This approach will enable the detection of moisture beneath the copper exterior without the need to remove roofing sections. This approach also allows a careful analysis to be performed and cost of roof repair and replacement estimated without waste or excess.

It is presently known that the section of roofing over the Russell Caucus room and sections of roofing over the Dirksen telephone switch room are in need of replacement. The Dirksen condition was verified by infrared analysis and the Russell condition was verified by visual observation of exterior condition. It is therefore proposed that a total of $350,000 be provided to enable these repairs in fiscal year 1994.

Further research will be conducted in fiscal year 1993 including infrared analysis and careful visual inspection in an effort to define additional repair priorities on these roofs. In addition, the similar techniques and technologies will be used on all Senate Office Building roofs to establish repair priorities, costs and methods. Budget requests for these programs will be made in fiscal year 1995 based on the findings.

As this work may require more than one year to complete, these funds are requested on a No Year" basis. Approval to request funds in the fiscal year 1994 budget for this project has been sought from the Senate Committee on Rules and Administration.

Total Cyclical Maintenance.............................. $ 2,050,000

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs

Holding Cells, Capitol Police Headquarters..........................	$ 75,000

A total of $75,000 is requested to provide for security measures in the holding cell area of the Capitol Police Headquarters. This request was denied in fiscal years 1992 and 1993.

When the design for renovation of the Immigration Building for use by the Capitol Police was completed, a cell block and prisoner holding area was provided as part of the scope of services.

However, current police standards for such areas require that alarms, remote cameras and intercom capability within these spaces be provided. A survey was performed by the Security Coordination Team, and the report recommended that in order to meet these standards, certain improvements be provided. These funds are requested to install remote cameras, intercom systems and alarms in the holding cell area of the Police Headquarters.

The Capitol Police Board approved requesting funds in the fiscal year 1993 budget for this project. Approval to request funds in the fiscal year 1993 budget for this project was granted by the Senate Committee on Rules and Administration.

Install Lightning Protection System, Russell Building................	$ 100,000

The Senate Office Buildings are not presently protected by lightning protection. Lightning protection systems are normally installed at the uppermost elevations of the building envelope and serve to prevent the penetration of lightning into the interior of buildings. With the high frequency of electrical storms in the Washington D.C. metropolitan area, the risk to the increasing numbers

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Install Lightning Protection System, Russell Building (continued)

of electronic systems in these buildings is increasing. There is evidence that at least one of the Library of Congress Buildings has been struck by lightning. A lightning protection system program is proceeding for those buildings, as well as the House Office Buildings. It is believed that lightning struck and penetrated the Hart Building in 1991 and was responsible for damage to the audio system in the Central Hearing Facility. Lightning was also suspected as the cause of damage to the Dirksen auditorium light dimming system in 1991. On the Russell Building, it is believed that lightning caused damage to the northeast parapet wall and exterior stonework on the Russell Building in 1989.

It is proposed that systems be designed for the Russell Building, Dirksen Building and Hart Building. Further, it is proposed that these funds remain in the base, in order that the project may be phased over a period of three years for actual installation.

This project was requested in fiscal years 1991, 1992 and 1993, but was denied. The Senate Committee on Rules and Administration approved the fiscal year 1993 request for funding.

Modular Furniture for the Russell and Dirksen Buildings.............. $ 500,000

The fiscal year 1991 budget formally requested funding to proceed with a program to enable the procurement and installation of modular furniture in Senators' suites and committees in the Russell and Dirksen Buildings in consonance with approval of such installations by the Senate Committee on Rules and Administration. A total of $500,000 was allowed in fiscal year 1991, and that amount has remained in the budget base in fiscal years 1992 and 1993. The request for fiscal year 1994 requests that an additional $500,000 be allowed in addition to the base of $500,000, and proposes that $1,000,000 remain in the base until all offices in these buildings are equipped with modular furniture.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Modular Furniture for the Russell and Dirksen Buildings (continued)

Approval to request funds in the fiscal year 1993 budget for this project was granted from the Senate Committee on Rules and Administration.

Furniture, Accessories and Special Allowances Policy................	$	83,000

The Furniture, Accessories and Special Allowances Policy for the Senate Office Buildings adopted by the Rules Committee on September 27, 1989, provides for a Special Allowance for newly elected/re-elected Senators. This allowance, which provides for special furniture and furnishings needs, is available for a six year period and is normally allotted for the fiscal period which coincides with a national election year.

Funds were reprogrammed in fiscal year 1990 by direction of the Appropriations Committee according to S. Report 101-106 which directed the Architect obtain "funding....to be derived from within existing resources" to accommodate this requirement for Senators elected in November, 1988. Funds to meet this express requirement were not requested in fiscal year 1991 for Senators elected in 1990.

Funds were requested in fiscal years 1992 and 1993, but were denied. This request for $83,000 will provide for this need, as well as for Senators elected to office in 1992. Additional requests will be made in succeeding years coinciding with national elections beginning in fiscal year 1995. Funds are requested on a "No Year" basis because they are available to each Senator for a period of six years. Approval to request funds in the fiscal year 1993 budget for this project was granted from the Senate Committee on Rules and Administration.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Relocation of Senate Library..	$ 5,000,000

Funds in the amount of $5,000,000 are requested on a "No Year" basis for the relocation of the Senate Library from the Capitol Building to the Senate Office Buildings. The Secretary of the Senate has requested that this project proceed,and the Senate Committee on Rules and Administration has approved the reassignment of the space for the program.

The Senate Library will be relocated from the Capitol Building to space vacated in the Senate Office Buildings when certain Senate functions moved to space located in Postal Square. Substantial renovation of the existing space will be required to accommodate the Senate Library.

The estimate is based on a consultant's study and estimate of providing approximately twice the amount of space currently assigned to the Senate Library. Funds in the amount of $500,000 were appropriated in the fiscal year 1993 budget for design of these renovations. The design is proceeding in coordination with the Secretary of the Senate and the Architect's Office. Approval to request funds in the fiscal year 1993 budget for this project was granted from the Senate Committee on Rules and Administration.

Retrofit Energy Efficient Lighting Systems............................	$ 1,000,000

Funds in the amount of $1 million were appropriated in fiscal years 1992 and 1993 in the "Capitol Buildings" appropriation to perform an energy efficient lighting pilot test program to perform specific cost benefit analyses on retrofit applications to determine and document the most cost affective energy saving programs that can be implemented throughout the Capitol complex.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Retrofit Energy Efficient Lighting Systems (continued)

Energy efficient lamps and ballasts provide better light output but consume less energy than conventional lamps. The most typical configuration in the Capitol complex offices involves fixtures with conventional ballasts and 40-watt fluorescent lamps, which are being replaced by 32-watt T-8 lamps with electronic ballasts. Combined with electronic ballasts, energy demand for a typical two-lamp fixture changes from a total of 96 watts to 62 watts. Although the purchase cost of the energy efficient lamps and ballasts is higher than conventional lamps and ballasts, the energy savings generally produce a reasonable payback period. At the same time, occupant sensors have also proven to be extremely beneficial in controlling lighting devices. Installation of such sensors in areas where lights are on 24 hours a day, such as garages, toilet rooms, end similar spaces, reduces energy usage, and its related costs, dramatically. Utility companies hava recognized the tremendous benefits these energy efficient devices provide, and offer significant financial incentives in the form of rebates to encourage their use.

The Architect, working in conjunction with the local electric utility company and several energy experts, has developed a pilot installation program in various types of spaces throughout the Capitol complex. The pilot program is briefly described as follows. A series of pilot installation areas were surveyed to determine pre-retrofit energy usage and occupant hours. Energy efficient lighting devices were then installed in each of the pilot areas, and the actual labor costs for installation and material costs were recorded for each area. Following the installations, energy usage and occupent hours were recorded. An economic analysis program, which was developed by PEPCO, has been used to perform the necessary calculations to provide the information necessary to justify further installation of these devices.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Retrofit Energy Efficient Lighting Systems (continued)

The pilot program is nearing the completion of the post-retrofit data collection phase. Initial findings are very encouraging, and indicate that the energy efficient lighting program will indeed be very efficient as well as cost effective. As of the end of November 1992, the Architect is preparing to share with the energy experts who have been working with this program initial findings from two of the pilot areas to provide an objective analysis of the program. Their analysis will provide either independent confirmation of the findings, or guidance on further study that may be required. It is anticipated that this review will have been completed by the time the fiscal year 1994 budget hearings take place, and an update will be provided at that time.

This budget request, in the amount of $1 million on a "No Year" basis, is for the Senate Office Buildings. A multi-year plan is proposed to phase out the existing inefficient fluorescent lighting fixtures, including lamps and ballasts.

A thorough survey has been performed to analyze each of the areas to develop specific recommendations, based on pilot program retrofit analyses in similar areas, for improving the existing lighting and control systems. A final cost and benefit projection will be prepared at the completion of the pilot program effort.

In order to continue the program without delay, it is requested to allow these funds to remain in the base on a "No Year" basis until completion of the energy efficient lighting retrofit effort in the Senate Office Buildings. Approval to request funds in the fiscal year 1993 budget for this project was granted by the Senate Committee on Rules and Administration.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Design Hart Building Stair/Escalator.................................. $ 150,000

This request is part of a comprehensive multi-year elevator and escalator modernization and addition program designed to improve the vertical transportation system within the Senate Office Buildings. The program was designed to create an integrated solution to the most critical vertical transportation problems. Funds were appropriated in fiscal year 1993 to modernize the passenger elevators in the Dirksen Building as well as to construct a stair in the Dirksen Building from the Ground Floor to the Basement.

Funds in the amount of $150,000 are requested for the design of new stairs and/or an escalator from the first floor of the Hart Building to the subway level in the basement. In the past, this option has been explored, but physical difficulties in the layout of certain building components and the cost to accommodate a stair around them have been prohibitive. However, it has been determined that solutions exist other than the originally proposed stair, and these must be explored. The new stair may be sufficiently large to provide for escalator transportation, which would be more costly, but more effective in terms of providing critical relief at this major vertical transportation bottleneck in the Hart Building. Construction funds will be requested in fiscal year 1995 for the most logical and cost effective solution to this problem.

This project was requested and denied in fiscal year 1993. Approval to request funds in the fiscal year 1994 budget for this project was granted from the Senate Committee on Rules and Administration.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Uninterruptible Power Supply, Senate Telecommunications..............	$ 50,000

The Senate Telecommunications Department has requested that the Architect provide an uninterruptible power supply (UPS) to ensure that critical telecommunications equipment serving the Senate does not suffer a power lose. At the same time, the UPS would protect the telecommunications equipment by providing power filtering to prevent power spikes, sags, brownouts and blackouts. The entire telecommunications system for the Senate depends on consistent power. It is thus requested that $50,000 be appropriated to provide this piece of equipment to protect the Senate telecommunications system. Approval to request funds in the fiscal year 1994 budget for this project has been sought from the Senate Committee on Rules and Administration.

American with Disabilities Act Requirements...........................	$ 700,000

The main justification for this new program is found in the "Capitol Buildings" justifications on pages 5.27 - 5.31.

Priority work proposed for the Senate Office Buildings during fiscal year 1994 will be directed toward building entrances, paths of travel through the buildings, parking garages and toilet rooms. The presently designated "accessible" entrances to the Dirksen and Russell Senate Office Buildings are not sufficient to meet the standards of the ADA and will require modification. In addition, a study should be undertaken to determine the feasibility of modifying the Constitution Avenue and First Street, N.E., entrances to the Dirksen and Russell. Work will be continued in toilet rooms in all three buildings. As priorities are set following the accessibility surveys of the Senate Office Buildings, it may be determined that the configuration of sales and service counters in the cafeterias, coffee shops, post offices, etc., will receive attention in Fiscal Year 1994. The individual accessibility needs of Members and staff will also be addressed on an as needed basis during the year.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

American with Disabilities Act Requirements (continued)

It is thus requested that $700,000 be appropriated for this program on a "No Year" basis and to allow that amount to remain in the budget base for the duration of the program, which is estimated to take seven years. These funds are necessary to provide for materials and labor to design and perform the necessary modifications, as well as to provide for additional assistance from qualified consultants. Approval to request funds in the fiscal year 1994 budget for this project has been sought from the Senate Committee on Rules and Administration.

Total Continuing and Initiating Other Programs	$ 7,658,000	
Total Increases - NONRECURRING ITEMS	$ 9,708,000	
TOTAL INCREASES		13,600,000
Total Estimate for 1994		$52,758,000

Estimate 1994
Senate Office Buildings

Objectives

This appropriation provides for the structural, mechanical and domestic care of the three Senate Office Buildings, the operation of the mechanical equipment, and maintenance of the subway transportation systems. The Russell Office Building contains approximately 425 offices and committee rooms, together with storage rooms, shops, electrical transformer station, and subway, and was occupied March 5, 1909, with the exception of the First Street Wing which was added and occupied in 1931-33. The Dirksen Office Building contains approximately 500 offices and committee rooms, together with storage rooms, shops, cafeteria, auditorium and telephone exchange, and was accepted for beneficial occupancy October 15, 1958. The Old Building was designated as the "Richard Brevard Russell Office Building" and the New Building as the "Everett McKinley Dirksen Office Building" by Senate Resolution 296, 92nd Congress, agreed to October 11, 1972. Senate Resolution 295, 96th Congress, made technical changes in the names of the buildings by adding the word "Senate" prior to "Office." Senate Resolution 525, 94th Congress, stipulated that upon completion, the extension to the Dirksen Building be known as the "Philip A. Hart Office Building." S. Res. 295 added "Senate" before "Office."

The 1994 appropriation request also provides for the structural, mechanical, and domestic care of the former Immigration Building located at 119 D Street, N.E., acquired by the Government in April 1974, and domestic care of space at 400 North Capitol Street leased since November 1977, domestic care of portions of Postal Square, formerly the City Post Office Building, scheduled to be leased beginning in fiscal year 1993. These properties are maintained and operated as part of the Senate Office Buildings under authority of Public Laws 93-305, 94-157, and Sec. 107 of 101-520. It is anticipated that the domestic care of 400 North Capitol Street will cease in fiscal year 1993 when the Senate Computer Center relocates to Postal Square.

For 1994, a force of 591 employees is required for the care of the Russell, Hart and Dirksen Senate Office Buildings and their mechanical equipment, which includes such items as the extensive air conditioning and refrigeration systems; 50 elevators, electric fixtures and wiring; legislative bell and buzzer systems; plumbing and piping; and subway systems; one annex building acquired in 1974, operated as part of the Senate Office Buildings facilities; the Senate Garage; and leased space which is operated under the same provisions as if it were a Senate Office Building.

Objectives (continued)

The force required for 1994, covering 3 shifts daily, is made up of 137 mechanics in the general shops; 31 engineers in the heating, ventilating and air conditioning departments; 6 mechanics and 9 subway car operators; 104 general laborers, 4 warehousemen; 9 Senate Garage attendants, 8 rest-room attendants which are being converted to regular custodial positions, 60 laborer-cleaners; 130 custodial workers and 15 custodial inspectors; 1 Superintendent and 46 clerical and other assistants; 3 nurses and 4 physical therapists; 2 truck drivers; and 22 Senate Restaurant employees.

The Architect performs his duties in connection with the Russell Senate Office Building under authority of the Act of June 8, 1942 (56 Stat. 343); in connection with the Dirksen Senate Office Building under authority of the Act of June 25, 1948 (62 Stat. 1029); and in connection with the former Immigration Building, under authority of the Act of June 8, 1974 (88 Stat. 206); in connection with leased space at 400 North Capitol Street under authority of the Act of December 18, 1975 (89 Stat. 832); in connection with the Hart Senate Office Building under authority of the Act of October 31, 1972 (86 Stat. 1510), in connection with the Senate Garage under authority of Public Law 97-276 (96 Stat. 1186), and in connection with leased space at Postal Square under authority of Sec. 107 of Public Law 101-520 (104 Stat. 2254).

Estimate 1994
Senate Office Buildings

ITEMS UNDER WHICH NO CHANGES OCCUR

Elevator Repairs and Improvements	$ 89,000
Annual Painting	250,000
Maintenance, Air Conditioning System	124,000
Maintenance and Repairs, Subway System	34,000
Insect and Pest Control	15,000
Miscellaneous Improvements	200,000
Laundry	40,000
Ice	1,000
Maintenance of Architectural Surfaces	50,000
Asbestos Abatement	166,000
Maintain and Repair Senate Restaurant Equipment	25,000
Contractual Maintenance of Elevators	150,000
Additional Computer System Installation and Power Conditioners	350,000
Waste Recycling Program	150,000
Supplies and Materials	866,000
Annual Rugs and Floor Coverings	305,000
Annual Furniture and Furnishings	425,000

ITEMS UNDER WHICH NO CHANGES OCCUR
(continued)

Replace and Improve Senate Restaurant Facilities	$ 91,000
Laundry and Uniforms, Senate Restaurants	152,600
Miscellaneous Expenses, Senate Restaurants	80,000
Supplies and Materials, Senate Restaurants	394,000
Exit Door Security/Safety (No Year)	100,000
Replace Sections of Air Conditioning Systems, Russell Building (No Year)	600,000
Replace Sections of Air Conditioning Systems, Dirksen Building (No Year)	650,000
Electrical System Modernization, Russell Building (No Year)	2,000,000
Renovate Committee Hearing Rooms (No Year)	1,284,000
Frequency Inverters for VAV Fans, Hart Building (No Year)	93,000
Plumbing System Renovations, Russell Building (No Year)	550,000

Schedule A

ARCHITECT OF THE CAPITOL
BY ACTIVITY AND OBJECT CLASS

	FY 92* ACTUAL		FY 93 ESTIMATE		FY 94 ESTIMATE		NET CHANGE 93/94	
CATEGORIES	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Activity:								
Senate Office Buildings	591	48,626	591	47,339	591	52,758	0	5,419
Total	591	48,626	591	47,339	591	52,758	0	5,419
2. Breakdown by Object Class:								
11 Personnel Compensation		17,500		19,005		20,388		1,383
12 Personnel Benefits		3,700		3,884		4,756		872
13 Benefits to Former Personnel								
21 Travel		2						
22 Transportation of Things								
23 Rent, Communications and Utilities		1,690		6,000		7,550		1,550
24 Printing and Reproduction								
25 Other Services		22,243		15,313		16,858		1,545
26 Supplies and Materials		1,111		1,259		1,260		1
31 Equipment		2,378		1,878		1,946		68
32 Land and Structures								
42 Insurance Claims and Indemnities		2						
Total		48,626		47,339		52,758		5,419

* Includes Obligations from Prior Year "No Year" Authority.

Schedule B

ARCHITECT OF THE CAPITOL
ANALYSIS OF CHANGE TO BUDGET BASE
BY ACTIVITY AND OBJECT CLASS

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.			
CATEGORIES	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Activity:												
Senate Office Buildings		2,255		1,637				700		9,008		13,600
Total		2,255		1,637				700		9,008		13,600
2. Breakdown by Object Class:												
11 Personnel Compensation		1,383										1,383
12 Personnel Benefits		872										872
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities				1,550								1,550
24 Printing and Reproduction												
25 Other Services				43				700		8,508		9,251
26 Supplies and Materials												0
31 Equipment				44						500		544
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		2,255		1,637				700		9,008		13,600

Schedule C

ARCHITECT OF THE CAPITOL
Senate Office Buildings
Detailed Analysis of Change by Appropriation

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1993	591	47,339
Minus: Nonrecurring costs		(8,181)
Budget Base, 1994	591	39,158
	1994 Request	
I. Adjustments to Base	Staff	Amount ($000)
A. Mandatory Pay and Related Costs	...	2,255
1. Within-grade Salary Advancements and Other Changes		16
2. Overtime and Holiday Pay		184
3. Night Differential and Sunday Premium Pay		1
4. Annualization of January 1993 Pay Raise		506
5. January 1994 Pay Raise		369
6. Contribution to Retirement Funds		552
7. Contribution to Health Benefit Funds		139
8. Locality Pay		488
B. Price Level Changes	...	1,637
1. Lease of postal square		1,550
2. General annual repairs and alterations		8
3. Exterior pointing and caulking		6
4. Furniture repairs		9
5. Training		20
6. Annual machinery, tools, and miscellaneous		44
C. Program Type Changes		
1. Legislation	...	...
2. Workload	...	700
a. ADA requirements		700
3. Equipment, Alterations, Maintenance,	...	9,008
a. Modernize passenger elevators, RSOB		1,400
b. Modernize 3 freight elevators, HSOB		300

Schedule C (continued)

ARCHITECT OF THE CAPITOL
Senate Office Buildings
Detailed Analysis of Change by Appropriation
(continued)

	1994 Request	
	Staff	Amount ($000)
I. Adjustments to Base (continued)		
c. Roofing repairs, RSOB and DSOB		350
d. Install lightning protection systems, RSOB		100
e. Holding cells, Capitol police headquarters		75
f. Modular furniture for RSOB & DSOB		500
g. Furniture, accessories and special allowances policy		83
h. Relocation of Senate library		5,000
i. Retrofit energy efficient lighting system		1,000
j. Design stair/escalator, HSOB		150
k. Uninterruptible power supply, telecomm		50
II. Net Increase/Decrease Requested	...	13,600
III. Total Appropriation Request, 1994	591	52,758

Schedule P

ARCHITECT OF THE CAPITOL
Senate Office Buildings
Detailed Analysis of Priority by Appropriation

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1993	591	47,339
Minus: Nonrecurring costs		(8,181)
Budget Base, 1994	591	39,158
	1994 Request	
	Staff	Amount ($000)
I. Adjustments to Base		
— NONDISCRETIONARY	...	3,805
- Mandatory Pay and Related Costs		2,255
- Lease of Postal Square		1,550
— CRITICAL	...	2,687
- Annual Recurring Items		87
- ADA Requirements		700
- Modernize Passenger Elevators, RSOB		1,400
- Roofing repairs, RSOB and DSOB		350
- Design stair/escalator, HSOB		150
— HIGHLY DESIRABLE	...	6,483
- Modernize 3 Freight Elevators, HSOB		300
- Retrofit Energy Efficient Lighting Systems		1,000
- Relocation of Senate Library		5,000
- Install Lightning Protection System, RSOB		100
- Furniture, Accessories and Special Allowances		83

Schedule P (continued)

ARCHITECT OF THE CAPITOL
Senate Office Buildings
Detailed Analysis of Priority by Appropriation
(continued)

	1994 Request	
	Staff	Amount ($000)
I. Adjustments to Base (continued)		
— DESIRABLE	...	625
- Modular Furniture for RSOB and DSOB		500
- Uninterruptible power supply, telecommunications		50
- Holding cells, Capitol Police Headquarters		75
II. Net Increase/Decrease Requested	...	13,600
III. Total Appropriation Request, 1994	591	52,758

ARCHITECT OF THE CAPITOL
House Office Buildings

Estimate 1994
Summary
House Office Buildings

House Office Buildings
Summary

	Positions	Amount	Positions	Amount
1993 Appropriation in annual act			761	$32,387,000
1993 Nonrecurring Deductions				
Election Year Moving Costs	...	$ 350,000		
Replace Air Handling Unit Cooling Coil Header Piping	...	100,000		
Longworth Building Electrical and Fire Protection System	...	940,000		
Total 1993 Nonrecurring Deductions			...	(-) 1,390,000
Total 1994 Base			761	$ 30,997,000
Increases				
Mandatory Items				
Within-grade Promotions, Wage Board Employees		$ 236,000		
Overtime and Holiday Pay		79,000		
Night Differential and Sunday Premium Pay		22,000		
Wage Rate Increases, Wage Board Employees, January, 1993 pay raise		233,000		
Increased Civilian Pay Act Cost, January, 1993		46,000		

House Office Buildings
Summary
(continued)

	Positions	Amount	Positions	Amount
Increases				
Mandatory Items (continued)				
Wage Rate Increases, Wage Board Employees, January, 1994 pay raise	...	$ 361,000		
Increased Civilian Pay Cost, January, 1994	...	70,000		
Contribution to Retirement Funds	...	694,000		
Contribution to Health Benefits Funds	...	181,000		
Locality Pay	...	569,000		
Transfer in of House Post Office Laborers	3	93,000		
Total Mandatory Items			3	2,584,000
Restoration of Unfunded Positions			...	457,000
Annual Recurring Maintenance				
General Annual Repairs	...	$ 6,000		
Elevator Repairs	...	35,000		
Maintenance of Air Conditioning Systems	...	37,000		
Exterior Pointing and Caulking	...	8,000		
Supplies and Materials	...	109,000		
Replace/Improve House Restaurant Facilities	...	6,000		
Total Annual Recurring Maintenance			...	201,000
Nonrecurring Items				
Cyclical Maintenance				
Renovation to Publication Distribution Service, Longworth Building	...	$ 400,000		
Structural Study, Cannon Building Garage Floors	...	75,000		
Structural Study, Rayburn Building Garage Floors	...	75,000		
Expansion Joint Replacement, Rayburn Building	...	150,000		
Conversion of Longworth Anterooms to Office Space	...	267,000		

Estimate 1994
Summary
House Office Buildings (continued)

House Office Buildings
Summary
(continued)

	Positions	Amount	Positions	Amount
Nonrecurring Items (continued)				
Cyclical Maintenance (continued)				
Escalator Modernization, Longworth and Rayburn Buildings	...	$ 550,000		
Elevator Modernization, House Office Buildings	...	890,000		
Elevator Cab and Control Modernization, O'Neill Building	...	200,000		
Replace Chilled Water A/C Units, HIS, Ford Building	...	285,000		
Plumbing Renovations, Cannon Building	...	655,000		
Replace Windows, Cannon Building	...	500,000		
Total Cyclical Maintenance	...	$ 4,047,000		
Continuing and Initiating Other Programs				
New Elevators and New Generator, Longworth Building	...	$ 6,580,000		
Retrofit Energy Efficient Lighting Systems	...	1,000,000		
Exit Door Security/Safety	...	100,000		
Renovations to Space following AOC Move to FJB	...	500,000		
Americans with Disabilities Act Requirements	...	900,000		
Total Continuing and Initiating Other Programs	...	$ 9,080,000		
Total Nonrecurring Items			...	$13,127,000
Total Increases			3	$16,369,000
Total Estimate for 1994			764	$47,366,000

HOUSE OFFICE BUILDINGS -- (Net Increase for 1994..........$14,979,000)

1993 Appropriation in annual act		$ 32,387,000
Deductions - Nonrecurring Items		
Election Year Moving Costs	$ 350,000	
Replace Air Handling Unit Cooling Coil Header Piping, Rayburn Building	100,000	
Longworth Building Electrical and Fire Protection Systems	940,000	(-) 1,390,000
Base for 1994		$ 30,997,000

Increases

MANDATORY ITEMS

Within-grade Promotions, Wage Board Employees	$ 236,000
Overtime and Holiday Pay	79,000
Night Differential	22,000
Wage Rate Increases, Wage Board Employees, January, 1993 pay raise	233,000
Increased Civilian Pay Act Cost, January, 1993	46,000
Wage Rate Increases, Wage Board Employees, January, 1994 pay raise	361,000
Increased Civilian Pay Cost, January, 1994	70,000
Contribution to Retirement Funds	694,000
Contribution to health benefits funds	181,000
Locality pay	569,000
Transfer in of House Post Office Laborers	93,000
Total Increase - MANDATORY ITEMS	$2,584,000

(NOTE: The transfer in of three House Post Office laborer positions becomes effective October 1, 1993, and is thus reflected as a Mandatory pay increase.)

Increases (continued)

OTHER INCREASES - RESTORATION OF UNFUNDED POSITIONS

Restoration of Unfunded Positions.................................. $457,000

In fiscal year 1993, funding was not approved for 21 vacant positions in the "House Offica Buildings" appropriation. For fiscal year 1994, an amount of $457,000 is requested to restore funding for these positions in order for the Building Superintendent to continue carrying out the necessary maintenance work and custodial care to keep the House Office Buildings in good order.

The several buildings and garages that make up the House Office Building complex have experienced increased usage from Members, staff and visitors over the years. In the past, efforts have been made to increase cleaning and maintenance schedules to meet demands for improved appearances. To a large degree, these efforts have proven effective and the buildings are being maintained better than ever before. At the same time, new programs have been added to the mission of the House Office Buildings staff, such as office waste recycling.

The lack of funding for the 21 positions creates, in effect, a 3% staffing cut to the House Office Buildings operations and maintenance capabilities. This level of staffing cuts will seriously affect the ability to provide essential services to the Congress, its staff and the visitors to the House Office Buildings. This would result in service quality below levels considered to be acceptable for service delivery in the House Office Buildings.

It is therefore requested that this funding be approved in order to fill the 21 vacant positions needed for proper and adequate building cleaning and maintenance.

Estimate 1994
House Office Buildings

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS

General annual repairs increased from $203,000 to $209,000............ $ 6,000

An increase in the budget request for General Annual Repairs of $6,000 is necessary in order to continue the higher standards of maintenance established over the past several years for the House Office Buildings.

The General Annual Repairs account is used for such items as tools, materials, supplies and parts for the Sheet Metal Shop, Industrial Mechanic Shop and the Stonemason Shop. Other items charged to this account include all specialized repairs which cannot be accomplished by Government forces such as repairs to forklifts, floor jacks, electrically operated overhead doors, bailing machine repairs, major truck repairs, specialized stone cleaning, glasswork and tool and equipment repair.

With the increased use and activities in the buildings, the maintenance and cleaning requirements have increased to the point that the equipment (scrubbers, sweepers, buffers etc.) require more operating time thus increasing costs of maintenance and repair. The increase in the use of electrically operated equipment such as delivery trucks, forklifts and pallet jacks continues to cause damage to the marble base thus requiring replacement. The need for increased frequency for the cleaning of bronze work throughout the House Office Buildings has also required additional monies.

These factors all result in the need for additional funding if the buildings are to function and be maintained to suit the needs of Congress and visitors.

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)

Elevator repairs increased from $82,000 to $117,000....................$ 35,000

It is requested that the allotment for elevator repairs be increased by $35,000 to keep abreast with the increased costs of labor and materials to maintain proper operation of the elevators and escalators. The age of the present equipment and the heavy traffic that is handled have resulted in an increase in the failure rate of the generators and motors.

Another factor which impacts on the maintenance budget is the increasing frequency of repairs required for solid state controls which were installed over 10 years ago in several buildings to replace the original electro-mechanical controls. Because this relatively new technology can present specialized problems the use of outside consultants has recently been necessary. It is anticipated that this trend will continue to increase as the solid state equipment ages.

This amount is required due to the age of the present equipment and the heavy traffic that is handled, which has resulted in an increase in the failure rate of the generators and motors. Since they are now obsolete and cannot be replaced, the generators and motors must be rewound by outside firms. This outside repair work is very costly, particularly when a priority elevator dedicated to Members' use during roll call votes or quorum calls must be returned to service under emergency conditions.

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)

Elevator repairs (continued)

This allotment provides for the regular annual maintenance and repair of 23 elevators and 1 lift in the Cannon and Longworth Buildings, 30 elevators and 23 escalators in the Rayburn Building, 6 escalators providing access between the Rayburn and Longworth Buildings, 2 elevators and 2 escalators in the Underground Garages in Squares 637 and 691, and 3 elevators in the O'Neill House Office Building and 8 elevators in the Ford House Office Building, and provides for the purchase of such items as cable, minor replacement and repair parts, lubricants, oil, grease, tools, and cleaning fluid.

Maintenance of Air Conditioning Systems increased from $140,000 to $177,000...$ 37,000

This annual allotment provides for such annually recurring items as filters, refrigeration, antifreeze liquid and other materials and for repairs and minor improvements for maintenance and upkeep of the air conditioning systems servicing the House Office Buildings. Cleaning and chemically treating kitchen ducts and hoods in House Restaurant facilities located in the office buildings are also accomplished under this allotment.

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)

Maintenance of Air Conditioning Systems (continued)

It is requested that the allotment be increased by $37,000 to provide the necessary materials to properly maintain the air conditioning systems. This increase is due to a gradual increase in the frequency of repair as a result of the age of the air conditioning equipment in the buildings and due to the increases in costs of parts. Also, as renovation projects are completed, additional building areas are air conditioned and systems are added which must be maintained. Furthermore, additional minor modifications or repairs to air conditioning controls are being identified resulting from closer system monitoring since installation of the computerized Energy Management and Control System.

Exterior pointing and caulking increased from $165,000 to $173,000......	$ 8,000

The preventive maintenance program for exterior pointing and caulking was established in fiscal year 1982. The purpose of the program is to provide routine maintenance to the exterior stonework and other masonry to avoid costly emergency repair work. This activity will also be extended to walks, fountains, and other exterior stone in addition to building walls, which may require more costly materials. To continue the program at its current level, an inflationary increase of $8,000 is requested.

Supplies and materials increased from $933,000 to $1,042,000.............	109,000

An increase of $109,000 is requested in order to keep abreast with increased demands as well as increased costs of supplies and materials for maintenance and cleaning of the House Office Buildings. Expenses in this allotment have continued to increase over the last few years to the point where it has been necessary to reallocate monies from other sources in order that mandatory supplies and materials could be purchased.

Estimate 1994
House Office Buildings

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)

Supplies and materials (continued)

The Supplies & Materials allotment is used for electrical, carpentry, plumbing and hardware maintenance activities; provides for cleaning supplies, toilet supplies and electric light bulbs and tubes, and provides supplies for Members' services such as plastic glasses, ice buckets, and huck towels.

Increased activities within the buildings have necessitated the need for more frequent cleaning and maintenance schedules, thus requiring additional supplies and materials. In addition, the advancing age of the buildings continues to increase the cost of maintaining the appearance of the buildings, as well as, maintaining the operation of the electrical and plumbing systems. The increase in special functions by the Members also impacts on the quantities of plastic glasses, ice buckets, huck towels, etc. required to meet their needs.

Replace/Improve House Restaurant Facilities increased from $70,000 to $76,000	$ 6,000

An increase in the budget request for Replace and Improve House Restaurant Equipment is necessary to maintain proper operation of the House Restaurant's equipment. This increase is required due to the age of the existing equipment and increased usage due to the increased volume of catered events. This allotment has not been increased in 7 years.

Total Increase - ANNUAL RECURRING ITEMS	$ 201,000

Estimate 1994
House Office Buildings

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS

Cyclical Maintenance

Renovation to Publication Distribution Service, Longworth Building......$ 400,000

The Publications Distribution Service Division of the Office of the Doorkeeper is in the process of upgrading and expanding its capabilities and therefore is installing new equipment. Extensive modifications to the facilities are required to accommodate this equipment and provide a satisfactory work environment for Publications Distribution Service employees. Due to the broad scope of the changes in the Division's function, work is required in most of the areas assigned to the Division.

These funds are requested to perform these renovations. The work will be performed by skilled temporary personnel supervised by in-house staff. This project was requested and denied in fiscal year 1993. Approval to request funds in the fiscal year 1994 budget for this project has been sought from the House Office Building Commission.

Structural Study, Cannon Building Garage Floors........................ 75,000

The Cannon Building garage floor slab is deteriorating due to the water and salts which are deposited on the slab by automobiles. Concrete pan construction, and its structural integrity, are dramatically affected by this type of deterioration. There is already visible evidence. Small hairline cracks have allowed water-borne chlorides to penetrate the deck and attack the reinforcing bars. This causes corrosion, oxidation and in turn, expansion generating enough force to cause the concrete to spall and delaminate. This destructive action, if allowed to continue, could lead to severe structural damage.

Estimate 1994
House Office Buildings

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS

Cyclical Maintenance

Structural Study, Cannon Building Garage Floors (continued)

The recommended method of repair involves the removal of delaminated and spalled areas by sawcutting the damaged area, chipping out the bad concrete with pneumatic hammers and exposing the deteriorated reinforcing bar. Next the reinforcing bar is thoroughly cleaned by either sandblasting or waterblasting and then painted with an anti-corrosion coating. A repair mortar is then poured and finished with a surface coating sealer. In some instances additional floor drains are added to eliminate ponding on the deck produced by snowmelt and rain.

In order to determine the most effective and least costly repair alternatives, as well a make recommendations as to the long term effectiveness of these repairs, it will be necessary to enlist the services of a professional engineering restoration firm who will initiate a condition appraisal of the structure through field survey and prescribed testing. They will develop a systematic approach listing repair alternatives, cost estimates and, finally, construction documents. The initial field survey will identify areas which are in need of immediate repair.

Approval to request funds in the fiscal year 1994 budget for this project has been sought from the House Office Building Commission. This project was requested and denied in fiscal year 1993.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Structural Study, Rayburn Building Garage Floors........................	75,000

The Rayburn House Office Building garage is 28 years old, and can accommodate approximately 2,000 automobiles. Over the last few years a gradual deterioration has begun to develop in certain areas of the garage. Small hairline cracks have allowed water-borne chlorides to penetrate the deck and attack the reinforcing bar causing corrosion, oxidation and in turn, expansion generating enough force to cause the concrete to spall and delaminate. This destructive action, if allowed to continue, could lead to severe structural damage.

The recommended method of repair involves the removal of delaminated and spalled areas by sawcutting the damaged area, chipping out the bad concrete with pneumatic hammers and exposing the deteriorated reinforcing bar. Next the reinforcing bar is thoroughly cleaned by either sandblasting or waterblasting and then painted with an anti-corrosion coating. A repair mortar is then poured and finished with a surface coating sealer. In some instances additional floor drains are added to eliminate ponding on the deck produced by snowmelt and rain.

In order to determine the most effective and least costly repair alternatives, it will be necessary to enlist the services of a professional engineering restoration firm who will initiate a condition appraisal of the structure through field survey and prescribed testing. They will develop a systematic approach listing repair alternatives, cost estimates and, finally, construction documents. The initial field survey will identify areas which are in need of immediate repair.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Structural Study, Rayburn Building Garage Floors (continued)

Approval to request funds in the fiscal year 1994 budget for this project has been sought from the House Office Building Commission.

Expansion Joint Replacement, Rayburn Building............................$150,000

Water is penetrating into the Rayburn Building through the expansion joint located between the courtyard walls and the main office structure. Sealed joints between stones of the water table have failed and now allow water to enter the wall system. The greatest point of entry is at the bed joint which is lower than the adjacent soil and often is below the level of surface water which is trapped next to the building.

Above the expansion joint is a metal cover which, on the building side, is let into a reglet cast in to the wall and on the opposite side is flashed into the built-up waterproof membrane of the courtyard. A pourable sealer has been applied over the joint cover at a level 3 inches below the top of the courtyard wall. Water, after entering the wall system, ponds up on top of the sealer and eventually migrates downward through points of adhesive failure between sealer and wall. At the joint cover, water is able to work around the metal in the reglet or infiltrate down between the metal joint cover and the membrane.

The consultant that provided recommendations for the repairs of the east courtyard, which was funded in fiscal year 1992, recommended remedial work including the installation of a new elastomeric membrane across the expansion joint at the level of the water table stone bed joint that will allow water to drain out of the wall through weep tubes. It is proposed to use this system to improve the conditions in this new area of leakage.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Expansion Joint Replacement, Rayburn Building (continued)

This condition exists in the center and west courtyards of the Rayburn House Office Building. In fiscal year 1992, $150,000 was appropriated which allowed the repair of the east courtyard. With this request the west courtyard will be waterproofed in fiscal year 1994. Approval to request funds in the fiscal year 1994 budget for this project has been sought from the House Office Building Commission.

Conversion of Longworth Anterooms to Office Space...................... $ 267,000

In response to a long standing need to maximize the efficient use of existing space within the House Office Buildings, a proposal was devaloped to convert certain toilet area anterooms to office space

The men's and women's restrooms on the north end of floors four through seven of the Longworth House Office Buildings can be reconfigured to provide additional office space. These enterooms were originally built to provide passageway and lounge areas for the toilet rooms. Present day use patterns indicate that these areas are not utilized at all, and thus the space is available for other, higher priority, uses such as conversion to office space. When the conversion is completed, approximately 300 square feet of usable office space will be achieved on each floor. At the same time, four sets of the restrooms will be ranovated to comply with the recent ADA accessibility standards. Approval to request funds in the fiscal year 1994 budget for this project has been sought from the House Office Building Commission.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Escalator Modernization, Longworth and Rayburn Buildings................ $ 550,000

The House Office Buildings have thirty-one escalators all of which have been in service since their installation in 1958. Since this equipment's installation there have been many industry safety and design improvements. Some changes have been made but substantial control and equipment modification are still required.

Six of these escalators, those between the Rayburn and the Longworth HOBs are in immediate need of complete rebuilding or modernization. Four of the six escalators between the Rayburn and the Longworth Buildings will have been modernized by the end of fiscal year 1993. The two remaining escalators will be modernized with Fiscal Year 1993 funds, if such funding is determined to be available. If funding is not available, full funding for their replacement is included in this request. The balance, twenty three in all, should have their safety features and controls updated. Several of these escalators have suffered a high level of wear and could become hazardous if the situation is ignored. These escalators receive a high level of maintenance but their continued degradation requires attention.

Escalator technology has advanced dramatically in the area of safety and motion sensor and controls since 1958. Escalators have recently been the focus of many litigations involving personal injury and death. The primary factors in most of these incidents were age of the equipment and lack of modern safety sensors.

This request is to support the continued implementation of a phased modernization and improvement program. As stated before, if the two remaining escalators between the Rayburn and Longworth Buildings cannot be replaced with fiscal year 1993 funds, then they will be replaced with funds in this request. The balance would then be used to upgrade five of the remaining 23 escalators in the Rayburn Building. Should

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Escalator Modernization, Longworth and Rayburn Buildings (continued)

funds become available during fiscal year 1993 for the replacement of the two remaining Rayburn/Longworth escalators, then an additional six escalators in the Rayburn Building will be upgraded.

Approval to request funds in the fiscal year 1994 budget for this project has been sought from the House Office Building Commission. As this program will require more than one year to complete, these funds will be requested on a "No Year" basis.

Elevator Modernization, House Office Buildings..........................$ 890,000

The Cannon House Office Building has fourteen elevators, one of which was addressed using funds appropriated in fiscal year 1989. The remaining thirteen are to be modernized with new controllers, cabs, and accompanying equipment modernization. These elevators are heavily used and the increased demands required of them causes severe wear. Modernization of this equipment is essential to maintain the level of safe transport that this equipment has delivered up to this time.

Funds are requested for fiscal year 1994 to begin modernizing the cabs, controllers and accompanying equipment in five of the thirteen elevators in the Cannon Building. Funding will be requested in future fiscal years to modernize the balance of the Cannon elevators, as well as install a centralized monitoring system in the Rayburn Building.

Approval to request funds in the fiscal year 1994 budget for this project has been sought from the House Office Building Commission. As this program will require more than one year to complete, these funds will be requested on a "No Year" basis.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Elevator Cab and Control Modernization, O'Neill Building.............. $ 200,000

The O'Neill House Office Building (Annex No. 1) has three existing elevators (two passenger and one freight). This building services more personnel than was originally planned, causing an excessive demand on the elevators. These units are of sufficient age and operational demand that they require upgrading for safety and operational improvements. These units also need to be modified for accessibility to the disabled as required by the Americans with Disabilities Act, which this modernization will accomplish.

This request provides for the required procurement and installation of new elevator cab and hoist equipment in the two passenger elevators which would bring these units up to current safety and standards for the disabled. These funds would remain in the base for an additional year at a reduced level in order to accommodate modernization of the freight elevator during fiscal year 1995.

Approval to request funds in the fiscal year 1994 budget for this project has been sought from the House Office Building Commission. As this program will require more than one year to complete, these funds will be requested on a "No Year" basis.

Replace Chilled Water Air Conditioning Units, HIS, Ford Building........$ 285,000

The House Information Systems computer room in the Ford House Office Building presently has 180 tons of computer room air conditioning equipment for space cooling. In addition there is a triple circuited chiller which cools the IBM computer. Of this equipment, 80 tons is split system direct-expansion type equipment and 100 tons is chilled water type equipment which relies on a remote

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Replace Chilled Water Air Conditioning Units, HIS, Ford Building (continued)

source of chilled water. Five of the present six chilled water units are in excess of sixteen years old and have had various repairs performed over the years to maintain them in operating condition. The sixth unit is approximately 7 years old.

The Ford House Office Building has two sources of chilled water for cooling. The first and primary source is provided by the Food and Drug Administration from their building located across the street from FHOB. The second source is from a chiller located within FHOB. Because of the upgrades of the IBM computer in 1990 and 1992, maintaining constant temperatures within the computer room is more critical to insuring that the computer chiller has sufficient capacity to cool the computer. In order to insure that space temperatures can be properly maintained, it is recommended that all chilled water computer room air conditioning units be replaced with direct-expansion type equipment similar to the existing direct-expansion type equipment. This will eliminate the reliance on the chilled water supplied by the Food and Drug Administration, which has been continuously unreliable, as well as eliminating the need to operate and maintain the chiller located in FHOB which is now well over 20 years old.

It is therefore proposed that the six chilled water type computer room air conditioning units be replaced with split system direct-expansion type air conditioning systems. The new air handling portion of the systems will be installed in the same locations as the existing units they are to replace and the new condensing units will be installed on the roof similar to the existing condensing units which serve H.I.S. and other facilities within the building.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Replace Chilled Water Air Conditioning Units, HIS, Ford Building (continued)

Approval to request funds in the fiscal year 1994 budget for this project has been sought from the House Office Building Commission. As this project must be performed during times when the work will not disrupt the operations of the computer center, these funds are requested on a "No Year" basis. This project was requested and denied in fiscal years 1992 and 1993.

Plumbing Renovations, Cannon Building...............................	$ 655,000

Funds were appropriated in fiscal year 1991 ($80,000) to develop a design for piping and fixture repair and replacement and to prepare a creditable cost estimate for the Cannon Building's plumbing system. The engineering consultant's report recommends that the project be completed in two years. The first year's funding requirement is $655,000, which will be reduced to $475,000 in the second year. These funds are requested on a "No Year" basis as the program will require more than one year to complete. Approval to request funds in the fiscal year 1994 budget for this project has been sought from the House Office Building Commission. This project was requested and denied in fiscal year 1993.

Estimate 1994
House Office Buildings

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Replace Windows, Cannon Building.................................... 500,000

The 3,010 window sashes, 200 doors and 149 arched tops in the Cannon House Office Building (all glazed sections) are warped and rotting, and need extensive repair or replacement. Replacement has been chosen because it will be less expensive than repairs given the anticipated longer life expectancy of the new windows. This need is based on the Cannon Window Study, which was funded in the fiscal year 1990 budget at an amount of $25,000. The cost estimates and scope of work are based on options selected from the consultant's study.

The base project will include removing and replacing all of the elements described above on a priority basis, and replacing 20% of the existing sills. The remainder of the sills will be treated with epoxy, while all frames, mullions and transoms will be stripped, preserved and repainted. Finally, the new work will be painted. It is proposed to examine the use of double glazed replacement windows or similar treatments for thermal efficiency.

An amount of $500,000 is requested on a "No Year" basis over the next six years to fund this project. Approval to request funds in the fiscal year 1994 budget for this project has been sought from the House Office Building Commission.

This project was requested and denied in fiscal years 1992 and 1993.

Total Cyclical Maintenance.............................. $4,047,000

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs

New Elevators and Generator, Longworth Building........................$ 6,580,000

The House Office Buildings are in need of additional vertical transportation as documented in the Elevator Study completed by outside consultants in 1989. The buildings support more personnel than were originally planned, causing an excessive demand on the existing elevators. This request provides for the installation of new, modern elevator systems in group configurations for the House Office Buildings.

In fiscal year 1991 funds were appropriated for the detailed design of additional elevator systems for the Longworth and Cannon House Office Buildings.

The design of the new elevator systems has been approved by the House Office Building Commission. The design of the new elevators is compatible with the potential future use of the courtyard spaces for office space. Additionally, approval to request funds for this project has been approved by the House Office Building Commission.

The fiscal year 1994 request will fund the installation and construction of six units in the Longworth Building. A fiscal year 1995 request will provide the funding required to complete the installation of two elevators in the Cannon Building.

As this project will require more than one year to complete, these funds will be requested on a "No Year" basis. This project was requested and deferred in fiscal years 1992 and 1993.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

New Elevators and Generator, Longworth Building (continued)

At the same time the new elevator construction takes place, it is proposed to install an emergency generator at a cost of $580,000. There is no emergency generator in the Longworth Building. Two generators in the Rayburn House Office Building serve life safety functions and elevators for the Rayburn, Longworth and Cannon House Office Buildings. The elevator generator in the Rayburn House Office Building serves a total of fifty-four (54) elevators and must be started manually. It may take one or more hours to bring all of the elevators down in case of a power failure. At the same time, the Longworth Building has become a major telecommunications hub for the House of Representatives. In order to preserve telecommunications capabilities throughout the House system, emergency power is essential.

This emergency power deficiency needs to be corrected by providing a separate generator for the Longworth House Office Building and modifying the existing secondary distribution system with new panelboards and transfer switches in each of the three electrical switchgear rooms. This project should be constructed at the same time as the new elevator project.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Retrofit Energy Efficient Lighting Systems............................$ 1,000,000

Funds in the amount of $1 million were appropriated in fiscal years 1992 and 1993 in the "Capitol Buildings" appropriation to perform an energy efficient lighting pilot test program to perform specific cost benefit analyses on retrofit applications to determine and document the most cost effective energy saving programs that can be implemented throughout the Capitol complex.

Energy efficient lamps and ballasts provide better light output but consume less energy than conventional lamps. The most typical configuration in the Capitol complex offices involves fixtures with conventional ballasts and 40-watt fluorescent lamps, which are being replaced by 32-watt T-8 lamps with electronic ballasts. Combined with electronic ballasts, energy demand for a typical two-lamp fixture changes from a total of 96 watts to 62 watts. Although the purchase cost of the energy efficient lamps and ballasts is higher than conventional lamps and ballasts, the energy savings generally produce a reasonable payback period. At the same time, occupant sensors have also proven to be extremely beneficial in controlling lighting devices. Installation of such sensors in areas where lights are on 24 hours a day, such as garages, toilet rooms, and similar spaces, reduces energy usage, and its related costs, dramatically. Utility companies have recognized the tremendous benefits these energy efficient devices provide, and offer significant financial incentives in the form of rebates to encourage their use.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Retrofit Energy Efficiant Lighting Systems (continued)

The Architect, working in conjunction with the local electric utility company and several energy experts, has developed a pilot installation program in various types of spaces throughout the Capitol complex. The pilot program is briefly described as follows. A series of pilot installation areas were surveyed to determine pre-retrofit energy usage and occupant hours. Energy efficient lighting devices were then installed in each of the pilot areas, and the actual labor costs for installation and material costs were recorded for each area. Following the installations, energy usage and occupant hours were recorded. An economic analysis program, which was developed by PEPCO, has been used to perform the necessary calculations to provide the information necessary to justify further installation of these devices.

The pilot program is nearing the completion of the post-retrofit data collection phase. Initial findings are very encouraging, and indicate that the energy efficient lighting program will indeed be very efficient as well as cost effective. As of the end of November 1992, the Architect is preparing to share with the energy experts who have been working with this program initial findings from two of the pilot areas to provide an objective analysis of the program. Their analysis will provide either independent confirmation of the findings, or guidance on further study that may be required. It is anticipated that this review will have been completed by the time the fiscal year 1994 budget hearings take place, and an update will be provided at that time.

This budget request, in the amount of $1 million on a "No Year" basis, is for the House Office Buildings. A multi-year plan is proposed to phase out the existing inefficient fluorescent lamps and ballasts.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Retrofit Energy Efficient Lighting Systems (continued)

A thorough survey has been performed to analyze each of the areas to develop specific recommendations, based on pilot program retrofit analyses in similar areas, for improving the existing lighting and control systems. A final cost and benefit projection will be prepared at the completion of the pilot program effort.

In order to continue the program without delay, it is requested to allow these funds to remain in the base on a "No Year" basis until completion of the energy efficient lighting retrofit effort in the House Office Buildings. Approval to request funds in the fiscal year 1994 budget for this project has been sought from the House Office Building Commission.

Exit Door Security/Safety..$. 100,000

Funds in the amount of $100,000 are requested on a "No Year" basis to begin the installation of safety devices on entrance and exit doors in the House Office Buildings.

These funds are requested to initiate a program to provide for alarming entrance and exit doors in the House Office Buildings. These alarms are needed for several reasons. These doors are not manned by a Capitol Police Officer but must still provide for safe egress from buildings in case of fire or other emergency.

The doors are presently locked to maintain security during night hours, holidays and weekends. This results in unsafe conditions in case of a need for emergency exiting of the buildings. The doors must have alarms installed to sound in the event that a door is accidentally (or purposefully) opened. The alarms must also be connected to the Central Alarm System to notify the Capitol Police that a door has been opened.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Exit Door Security/Safety (continued)

The requested amount of $100,000 on a "No Year" basis will provide for the materials necessary to begin the installation of exit hardware and automatic alarms to the Central Alarm System manned by Capitol Police personnel. Approval to request funds for this project has been sought from the House Office Building Commission. Funding for this program was requested and denied in fiscal years 1992 and 1993.

Renovations to Space following AOC move to the Federal Judiciary Building..$ 500,000

An allowance of $500,000 is requested to renovate the space which will be vacated by AOC staff in order to move to leased space in the Federal Judiciary Building. This space has not yet been reassigned, and thus there are no drawings or cost estimates for renovation work. However, it is likely that once AOC staff complete their moves to the new building the spaces in the Ford House Office Building, as well as 501 First Street, S.E., will be reassigned. In order to provide a modest amount of renovation work in the reassigned spaces, $500,000 is requested on a "No Year" basis. Approval to request funds in the fiscal year 1994 budget for this project has been sought from the House Office Building Commision.

Americans with Disabilities Act Requirements..........................$ 900,000

The main justification for this new program is found in the "Capitol Buildings" justifications on pages 5.27 - 5.31.

Priority work proposed for the House Office Buildings during fiscal year 1994 will be directed toward building entrances, paths of travel through the buildings, parking garages and toilet rooms. The presently designated "accessible" entrances to most of the House Office Buildings

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Americans with Disabilities Act Requirements (continued)

are not sufficient to meet the standards of the ADA and will require modification, including the addition of vestibules in some instances. In addition, the possible addition of accessibility ramps to the C Street, S.E., entrances to the Longworth and Cannon buildings should be studied to accommodate Metro Subway users. Work will be continued in toilet rooms, especially in the Longworth and the Women's Room "tier" in the Cannon. As priorities are set following the accessibility surveys of the House Office Buildings, it may be determined that the configuration of sales and service counters the cafeterias, coffee shops, post offices, etc., will receive attention in fiscal year 1994. The individual accessibility needs of Members and staff will also be addressed on an as needed basis during the year.

It is thus requested that $900,000 be appropriated for this purpose on a "No Year" basis, and to allow that amount to remain in the budget base for the duration of the program, which is estimated to take seven years. These funds are necessary to provide for materials and labor to design and perform the necessary modifications, as well as to provide for additional assistance from qualified consultants. Approval to request funds in the fiscal year 1994 budget for this project has been sought from the House Office Building Commission.

Total Continuing and Initiating Other Programs	$ 9,080,000	
Total Increase - NONRECURRING ITEMS	$13,127,000	
TOTAL INCREASES		16,369,000
Total Estimate for 1994		$47,366,000

CANNON, LONGWORTH AND RAYBURN HOUSE OFFICE BUILDINGS, GARAGES, AND HOUSE ANNEXES

Objectives

This appropriation provides for the structural, mechanical, and domestic care of the Cannon, Longworth, Rayburn, O'Neill and Ford House Office Buildings, Garages, and the House Annexes, the House subways, and the operation of the mechanical equipment. The Cannon and Longworth Buildings each contain approximately 500 office and committee rooms, together with storage rooms, shops, transformer stations, and subways. The Rayburn House Office Building contains approximately 700 office and committee rooms, together with storage rooms, shops, transformer rooms, subways, and other miscellaneous facilities. The old building, known as the Cannon House Office Building, has a 300-car garage in its courtyard; the Longworth House Office Building has a cafeteria in its courtyard; the Rayburn House Office Building has a garage in its substructure accommodating 2,400 vehicles.

The Cannon Building is 85 years old, having been occupied January 10, 1908; the Longworth Building is 60 years old, having been occupied April 20, 1933; general occupancy of Congressional suites in the Rayburn Building commenced in February 1965 and was completed in April 1965. Occupancy of Committee Rooms in the Rayburn Building commenced in March 1965 and was also completed in April 1965. The underground garages in Squares 637 and 691, accommodating 1,300 automobiles and building maintenance shops, were placed in operation in September 1967 and are being operated and maintained under this appropriation under the provisions of existing law.

The O'Neill House Office Building has been remodeled and the remodeled areas have been occupied by House personnel under authority of Section 8 of Public law 92-313 (86 Stat. 222) approved June 16, 1972. The Ford House Office Building, was made part of the House Office Buildings complex for occupancy by the House, under authority of Public Law 94-6, approved February 28, 1975. The building at 501 First Street, S.E., was acquired for use as a House Office Building pursuant to Public Law 98-367, approved July 17, 1984, and the Additional House Office Building Act of 1955 (69 Stat. 41, 42).

Objectives (continued)

A regular force of 761 employees was allowed for the fiscal year 1993 for the care of these buildings and garages and their mechanical equipment, which includes such items as the air conditioning systems with their extensive and complex equipment; 66 elevators, 31 escalators and 1 lift; 1 dumbwaiter, and 2 subway cars and transportation system; electric fixtures and wiring; legislative bell, clock, and buzzer systems; plumbing fixtures and piping.

A force of 764 employees is required for 1994, an increase of 3 laborer positions that will be transferred from the House Post Office. This force, covering 3 shifts daily, includes: 1 Superintendent, 26 clerical and administrative assistants, 1 Superintendent of the House Office Building Gerage, 43 garage attendants and laborers, 1 elevator operator starter, 1 gym director, 3 gym attendants, 1 assistant gym director, 1 clerk typist, 2 health and fitness specialist, 52 air conditioning mechanics and helpers, 165 other mechanics and helpers, 5 subway operators, 14 elevator operators, 280 custodial workers and foreman, 150 laborers, helpers, and foreman, 6 supply personnel, 4 nurses, and 5 administrative positions.

The Architect performs his duties in connection with buildings under authority of the Acts of Merch 4, 1907 (34 Stat. 1365), May 28, 1908 (40 U.S.C. 184), April 22, 1955 (40 U.S.C. 175), June 16, 1972 (86 Stat. 222), and February 28, 1975 (89 Stat. 11-12).

Estimate 1994
House Office Buildings

ITEMS UNDER WHICH NO CHANGES OCCUR

Annual Painting	$ 202,000
Maintenence, Subway Transportation System	6,000
Insect and Pest Control	21,000
Miscellaneous Improvements	100,000
Roof Preventive Maintenance Program	140,000
Maintain and Repair House Restaurant Equipment and Facilities	23,000
Asbestos Removal, Replacement and Control	150,000
Waste Recycling Program	150,000
Training	37,000
Annual Equipment	176,000
Movable Partitions	30,000
Electrical System Renovation, Cannon Building (No Year)	2,000,000

Schedule A

ARCHITECT OF THE CAPITOL
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	FY 92* ACTUAL		FY 93 ESTIMATE		FY 94 ESTIMATE		NET CHANGE 93/94	
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Activity:								
House Office Buildings	761	31,819	761	32,387	764	47,366	3	14,979
Total	761	31,819	761	32,387	764	47,366	3	14,979
2. Breakdown by Object Class:								
11 Personnel Compensation		20,564		21,663		23,642		1,979
12 Personnel Benefits		4,332		4,706		5,768		1,062
13 Benefits to Former Personnel								
21 Travel		1						
22 Transportation of Things								
23 Rent, Communications and Utilities		4						
24 Printing and Reproduction								
25 Other Services		5,549		4,809		16,632		11,823
26 Supplies and Materials		1,105		933		1,042		109
31 Equipment		260		276		282		6
32 Land and Structures								
42 Insurance Claims and Indemnities		4						
Total		31,819		32,387		47,366		14,979

* Includes Obligations from Prior Year "No Year" Authority.

Schedule B

ARCHITECT OF THE CAPITOL
ANALYSIS OF CHANGE TO BUDGET BASE
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.			
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Activity:												
House Office Buildings	3	2,584		201				1,357		12,227	3	16,369
Total	3	2,584		201				1,357		12,227	3	16,369
2. Breakdown by Object Class:												
11 Personnel Compensation	3	1,522						457			3	1,979
12 Personnel Benefits		1,062										1,062
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services				86				900		12,227		13,213
26 Supplies and Materials				109								109
31 Equipment				6								6
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total	3	2,584		201				1,357		12,227	3	16,369

Schedule C

ARCHITECT OF THE CAPITOL
House Office Buildings
Detailed Analysis of Change by Appropriation

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1993	761	32,387
Minus: Nonrecurring costs		(1,390)
Budget Base, 1994	761	30,997
	1994 Request	
I. Adjustments to Base	Staff	Amount ($000)
A. Mandatory Pay and Related Costs	3	2,584
1. Within-grade increases and Other Changes		236
2. Overtime and Holiday Pay		79
Night Differential and Sunday Premium Pay		22
3. Annualization of January 1993 Pay Raise		279
4. January 1994 Pay Raise		431
5. Contribution to Retirement Funds		694
6. Contribution to Health Benefits Funds		181
7. Transfer in of 3 House Post Office Laborers	3	93
8. Locality Pay		569
B. Price Level Changes	...	201
1. Other Services, Repairs and Maintenance		86
2. Supplies and Materials		109
3. Replace/Improve House Restaurant Facilities		6
C. Program Type Changes		
1. Legislation	...	...
2. Workload	...	1,357
a. Restoration of unfunded positions		457
b. ADA requirements		900

Schedule C (continued)

ARCHITECT OF THE CAPITOL
House Office Buildings
Detailed Analysis of Change by Appropriation
(continued)

	1994 Request	
	Staff	Amount ($000)
I. Adjustments to Base (continued)		
3. Equipment, Alterations, Maintenance,	...	12,227
a. Structural study, RHOB Garage Floors		75
b. Structural Study, CHOB Garage Floors		75
c. Escalator modernization		550
d. Construct elevators & new generator, LHOB		6,580
e. Elevator Modernization		890
f. Elevator Modernization, OHOB		200
g. Replace A/C Units in HIS Computer Room		285
h. Plumbing Renovations, CHOB		655
i. Retrofit Lighting Systems (Energy Efficient)		1,000
j. Replace Windows, CHOB		500
k. Exit Door Security/Safety		100
l. Expansion joint replacement, RHOB		150
m. Conversion of anterooms to office space, LHOB		267
n. Renovations to space following move to FJB		500
o. Renovations to publications distribution service		400
II. Net Increase/Decrease Requested	3	16,369
III. Total Appropriation Request, 1994	764	47,366

Schedule P

ARCHITECT OF THE CAPITOL
House Office Buildings
Detailed Analysis of Priority by Appropriation

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1993	761	32,387
Minus: Nonrecurring costs		(1,390)
Budget Base, 1994	761	30,997
	1994 Request	
I. Adjustments to Base	Staff	Amount ($000)
— NONDISCRETIONARY	3	3,041
- Mandatory Pay and Related Costs	3	2,584
- Restoration of unfunded positions		457
— CRITICAL	...	9,296
- Annual Recurring Items		201
- ADA Requirements		900
- Exit Door Security/Safety		100
- Escalator Modernization		550
- Elevator Modernization, HOB		890
- Structural Study, CHOB Garage Floor		75
- New Elevators & Generator, LHOB		6,580
— HIGHLY DESIRABLE	...	1,865
- Elevator Modernization, OHOB		200
- Replace A/C Units in HIS Computer Room		285
- Expansion Joint Replacement, RHOB		150
- Structural Study, RHOB Garage Floor		75
- Plumbing Renovations, CHOB		655
- Replace Windows, CHOB		500

Schedule P (continued)

ARCHITECT OF THE CAPITOL
House Office Buildings
Detailed Analysis of Priority by Appropriation
(continued)

	1994 Request	
	Staff	Amount ($000)
I. Adjustments to Base (continued)		
— DESIRABLE	...	2,167
– Renovations to space, FHOB		500
– Convert Anterooms to office space, LHOB		267
– Retrofit Lighting Systems (Energy Efficient)		1,000
– Renovation to Publication Distribution Service, LHOB		400
II. Net Increase/Decrease Requested	3	16,369
III. Total Appropriation Request, 1994	764	47,366

8.37

ARCHITECT OF THE CAPITOL
House Office Buildings

Program and Financing (in thousands of dollars)

Identification code 01-0127-0-1-801		1992 actual	1993 est.	1994 est.
	Program by activities:			
10.00	Total obligations	31,819	35,646	45,926
	Financing:			
21.40	Unobligated balance available, start of year	−4,060	−4,959	−1,700
24.40	Unobligated balance available, end of year	4,959	1,700	3,140
25.00	Unobligated balance expiring	685		
40.00	**Budget authority (appropriation)**	**33,403**	**32,387**	**47,366**
	Relation of obligations to outlays:			
71.00	Total obligations	31,819	35,646	45,926
72.40	Obligated balance, start of year	4,596	5,276	4,232
74.40	Obligated balance, end of year	−5,276	−4,232	−5,605
77.00	Adjustments in expired accounts	−23		
90.00	Outlays	31,116	36,689	44,553

Object Classification (in thousands of dollars)

Identification code 01-0127-0-1-801		1992 actual	1993 est.	1994 est.
	Personnel compensation:			
11.1	Full-time permanent	17,443	18,719	20,451
11.3	Other than full-time permanent	346	15	15
11.5	Other personnel compensation	2,775	2,929	3,176
11.9	Total personnel compensation	20,564	21,663	23,642
12.1	Civilian personnel benefits	4,332	4,706	5,768
21.0	Travel and transportation of persons	1		
23.2	Rental payments to others	4		
25.2	Other services	5,549	8,068	15,192
26.0	Supplies and materials	1,105	933	1,042
31.0	Equipment	260	276	282
42.0	Insurance claims and indemnities	4		
99.9	Total obligations	31,819	35,646	45,926

Personnel Summary

Identification code 01-0127-0-1-801	1992 actual	1993 est	1994 est
Total compensable workyears:			
Full-time equivalent employment	754	754	765
Full-time equivalent of overtime and holiday hours	52	51	52

[Clerk's note.—The Program and Finance and Object Class tables reflect the budget justifications as submitted to the Subcommittee. Please check Appendix to the President's FY94 Budget for any changes that may be made subsequent to the January 1993 submission to the Subcommittee.]

ARCHITECT OF THE CAPITOL

HOUSE OFFICE BUILDINGS

OBJECT CLASSIFICATION

[In thousands of dollars]

Item	1992 actual	1993 estimate	1994 estimate
25.2 Other services:			
General annual repairs	$209	$203	$209
Elevator and escalator repairs	140	82	117
Annual painting	151	202	202
Maintenance, air-conditioning system	198	140	177
Maintenance, subway transportation system	6	6	6
Insect and pest control	16	21	21
Miscellaneous improvements	130	100	100
Exterior pointing and caulking	156	165	173
Maintenance and repair, House restaurant equipment	30	23	23
Replace air handling unit cooling coil header piping, RHOB	125	100	....
Repair expansion joints, RHOB	187	....	150
Asbestos removal, replacement and control	118	150	150
Election year moving cost	....	350	....
Office waste recycling program	91	150	150
Housekeeping Services Evaluation	73	....	....
Training	38	37	37
Replace sections of air-conditioning system, Longworth building	6	....	....
Fire protection improvements, Cannon, Longworth, and Rayburn buildings	....	67	....
Program for energy conservation, House office buildings	37	287	....
Longworth electrical and fire protection improvements	1,250	987	....
Improve lighting system, committee rooms	14	336	....
Replace kitchen domestic water heaters, LHOB	....	38	....
Replace escalators, RHOB	222	78	....
Building-wide smoke detection and voice fire alarm system, Cannon House Office Building	59	149	100
Building-wide smoke detection and voice fire alarm system, Rayburn House Office Building	111	359	300
Installation of duress alarms	1	155	100
Replace speech reinforcement systems	19	....	....
Renovate House recording studio	....	10	....
Electrical systems renovation design, CHOB	1,808	2,195	1,500
Elevator repair and replace, House office buildings	132	129	....
Design and development, Publications distribution service	(43)	....	....
Design and construction of Courtyard Elevs., CHOB & RHOB	42	78	....
Emergency generator, HIS Computer Center	191	209	200
Remodel House beauty shop, room 139, CHOB	10	1	....
Repair leaks and space renovations, CHOB	22	897	1,000
Roof maintenance program	....	140	140
Renovation of publications distribution service facility	....	....	400
Structural study, CHOB garage floors	....	....	75
Escalator Modernization, LHOB & RHOB	....	....	500
Elevator modernization, OHOB	....	....	200
Elevator Cab & Control Modernization, LHOB & CHOB	....	....	700
Structural Study, RHOB Garage Floor	....	....	75
Replace Chilled Water A/C Units, FHOB (HIS Computer Room)	....	....	285
Plumbing Renovations, CHOB	....	....	655
Retrofit Energy Efficient Lighting Systems, HOB's	....	....	700
Replace windows, CHOB	....	....	500
Exit Door Security/Safety	....	....	100
Convert Anteroom to Office Space, LHOB	....	....	267
New Elevators, HOB's (& Emergency Generator)	....	....	4,580
ADA Requirements	....	....	900
Renovation to Space following AOC Move to FJB	....	....	400
Replace windows, CHOB	....	....	....
Replace windows, CHOB	....	....	....
Contingency	....	224	....
Total, other services	$5,549	$8,068	$15,192
31.0 Equipment:			
Annual	$152	$176	$176
Movable partitions	30	30	30
Replacements, repairs and improved facilities, House restaurants in House office buildings	78	70	76
Total, equipment	$260	$276	$282

ARCHITECT OF THE CAPITOL
Capitol Power Plant

Estimate 1994
Summary
Capitol Power Plant

Capitol Power Plant
Summary

	Positions	Amount	Positions	Amount
1993 Appropriation in annual act			101	$ 32,088,000
1993 Estimated reimbursements			...	3,200,000
Total Appropriation 1993 and Estimated Reimbursements			101	$ 35,288,000
1993 Nonrecurring Deductions				
Repair Condenser Water System, East Refrigeration Plant	...	$ 140,000		
Install Two Plant Air Compressors	...	160,000		
One Spare Rotor for Chillers # 5, 5A, 6 or 6A	...	60,000		
Total 1993 Nonrecurring Deductions			...	(-) 360,000
Total 1994 Base			101	$ 34,928,000
Increases				
Mandatory Items				
Wage Rate Increases, Wage Board Employees, January, 1993 pay raise	...	$ 39,000		
Increased Civilian Pay Act Cost, January, 1993.	...	2,000		
Wage Rate Increases, Wage Board Employees, January, 1994 pay raise	...	70,000		
Increased Civilian Pay Cost, January, 1994	...	3,000		
Contribution to Retirement Funds	...	108,000		
Contribution to Health Benefits Funds	...	24,000		
Locality Pay	...	97,000		
Total Mandatory Items			...	343,000

Estimate 1994
Summary
Capitol Power Plant (continued)

Capitol Power Plant
Summary
(continued)

	Positions	Amount	Positions	Amount
Increases (continued)				
Annual Recurring Maintenance				
Purchase of Electrical Energy	...	$ 1,968,000		
Water and Sewer Services Payment	...	134,000		
General Annual Repairs	...	187,500		
Supplies and Materials	...	29,500		
Total Annual Recurring Maintenance			...	2,319,000
Nonrecurring Items				
Cyclical Maintenance				
Renovation of the Steam Plant Elevator	...	$ 120,000		
Replace Two Vehicles	...	48,000		
Replace Opacity Monitors	...	50,000		
Replace Softener Resin	...	33,000		
Replace Baghouse Filters	...	78,000		
Total Cyclical Maintenance	...	$ 329,000		
Continuing and Initiating Other Programs				
East Plant Chiller Conversion	...	$ 1,800,000		
Total Continuing and Initiating Other Programs	...	$ 1,800,000		
Total Nonrecurring Items			...	$ 2,129,000
Total Increases			...	4,791,000
Total for 1994			101	$ 39,719,000
Less Estimated Reimbursements			...	(-) 3,200,000
Total Estimate 1994			101	$ 36,519,000

CAPITOL POWER PLANT -- (Net Increase for 1994.........$4,431,000)

1993 Appropriation in annual act		$ 32,088,000
1993 Estimated reimbursements		3,200,000
Total Appropriation and Estimated Reimbursements		$ 35,288,000
Deductions - Nonrecurring Items		
Repair Condenser Water System, East Refrigeration Plant	$ 140,000	
Install Two Plant Air Compressors	160,000	
One Spare Rotor for Chillers # 5, 5A, 6, or 6A	60,000	(-) 360,000
Base for 1994		$ 34,928,000

Increases

MANDATORY ITEMS

Wage Rate Increases, Wage Board Employees, January, 1993 pay raise	$ 39,000
Increased Civilian Pay Act Cost, January, 1993	2,000
Wage Rate Increases, Wage Board Employees, January, 1994 pay raise	70,000
Increased Civilian Pay Cost, January, 1994	3,000
Contribution to Retirement Funds	108,000
Contribution to health benefits funds	24,000
Locality pay	97,000
Total Increase - MANDATORY ITEMS	$ 343,000

Estimate 1994
Capitol Power Plant

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS

Purchase of Electrical Energy increased from $21,290,000 to $23,258,000...$ 1,968,000

Electrical energy is procured from the Potomac Electric Power Company (PEPCO) at rates approved by the District of Columbia Public Service Commission. Electrical energy has been procured from PEPCO ever since the Power Plant discontinued the generation of electricity at the plant in 1950-1951.

In fiscal year 1992, a total of 325 million kilowatt hours (KWH) were purchased from PEPCO at a cost of $18,114,000.

Projections for fiscal year 1993 indicate that an estimated total of 363 million KWH will be required at an estimated cost of $21,290,000. An increase to cover this cost was requested and appropriated in fiscal year 1993.

Projections for fiscal year 1994 indicate that a minimum of 358 million KWH will be required at an estimated cost of $23,258,000, which is $1,968,000 over the present appropriated allotment. The estimate is based on the following factors.

Consumption of electrical energy in the Capitol complex has been projected to increase at 3% per year based on past experience.

PEPCO was granted a rate increase which went into effect July 1992. The rate increase was estimated for the fiscal year 1993 budget request, and has been factored as full year costs in the fiscal year 1994 projections. Projected rate increases for fiscal year 1993 and 1994 have been included in the 1994 projection.

Fuel adjustment charges have also been fluctuating widely over the past several years. A factor of 3% increase has been projected into fiscal year 1994.

Estimate 1994
Capitol Power Plant

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)

Purchase of Electrical Energy (continued)

Also included are increases due to projections for the new Botanic Garden facility at D.C. Village and for chilled water production at the power plant for the Federal Judiciary Building for fiscal year 1994.

The final factor that has been added to the fiscal year 1994 projections has been an estimated PEPCO rate increase. This last factor is based on probable PEPCO rate increase requests which must be approved by the Public Service Commission (PSC). Due to the past favorable actions by the PSC toward PEPCO, it seems likely that at the very least PEPCO may be granted a portion of the rate increase. Since most rate increase requests take months to effect, a rate increase of 5% has been projected for only two quarters of fiscal year 1993 and three quarters of fiscal year 1994.

If any of these factors should change between the time that this request has been forwarded to the House and Senate Committees on Appropriations and the time of the Appropriations Hearings, the Committees will be notified at the Hearings.

Water and Sewer Services Payment increased from $1,995,000 to $2,129,000 .... $134,000

Funds are requested in fiscal year 1994 for the annual payment to the District of Columbia Government for water and sewer service charges. These costs were authorized to be paid to the District Government by Public Law 101-168, the District of Columbia Appropriations Act, 1990. The estimated cost of water and sewer service payments to the District in fiscal year 1994 will be $2,129,000, according to estimates provided by the District. This is an increase of $134,000 over the fiscal year 1993 amount.

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)

General annual repairs and alterations increased from $525,500 to $713,000.. $ 187,500

This allotment provides for general annual repair and maintenance of the power plant buildings including elevators, the extensive mechanical equipment within the plant and the extensive steam and chilled water distribution systems. Basic repairs for such items as steam generators, stokers, ash and coal handling equipment, baghouse filters, refrigeration compressors, cooling towers, and numerous other items of equipment required to furnish steam and chilled water are funded from this allotment. Of the increase, $17,500 is requested to cover the current cost of this program. An additional amount of $170,000 reflects the present contractual cost of disposing of ash, which must now be disposed of as hazardous waste. The additional $170,000 will bring the disposal of ash suballotment to a total of $320,000. The present contract is based on disposing 10,000 cubic yards of ash at $31.78 per cubic yard, for a total annual cost of $317,800.

Annual supplies and materials increased from $404,600 to $434,100...... 29,500

This allotment provides for miscellaneous annual supplies such as freon gas for refrigeration machines, chemicals for the treatment of water used in the refrigeration and steam generating systems, lubricants for the rotating machinery, lamp replacements and other electrical supplies, cleaning materials, paint, lumber, tools, and other consumable items used each day to keep the plant operating in a safe and satisfactory manner. The requested increase of $29,500 is to cover the rising cost of this program. From the requested increase of $29,500, $25,000 will be allotted to the water treatment used in the refrigeration and steam systems, whose cost continue to rise above normal inflationary rates. Approval of the requested increase will provide funding that more accurately reflects the annual needs and costs incurred for annual supplies and materials.

Total Increase - ANNUAL RECURRING ITEMS..................$ 2,319,000

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS

Cyclical Maintenance

Renovation of the Steam Plant Elevator .... $ 120,000

The U. S. Capitol Power Plant has two elevators which are located in the steam plant and refrigeration plant, and are 35 and 13 years old, respectively. They have been kept in excellent condition, but have not had any comprehensive upgrades since installation. The elevator in the steam plant is becoming a major problem, primarily due to its age, constant usage and to the lack of available parts. This request is to provide funding for renovation of this elevator.

Replace Two Plant Vehicles.. $ 48,000

There is a need for replacement of the plant dump truck and the van used by the Tunnel Crew. The trucks are 15 and 17 years old respectively. The vehicles are used almost daily in transporting personnel and materials from the Plant to jobsites on Capitol Hill or to landfills for rubbish disposal. Use in an industrial type atmosphere places heavy demands on the trucks and they incur more than average wear. For these reasons, replacement trucks are needed to insure reliable transportation to continue these activities.

Replace Opacity Monitors... $ 50,000

Opacity monitors gauge the baghouses to ensure that smoke or other particulate emissions are not flowing into the atmosphere. The current opacity monitors are 12 years old, and due to rapid improvements in technology and design, they are practically obsolete. The manufacturer discontinued production of the current model several years ago. It is now extremely difficult, if not impossible, to obtain parts to repair these units. For this reason, there is a need to purchase two new state of the art opacity monitors equipped with sensors and microprocessors. Opacity monitors, with availability of spare parts, will guarantee that the Capitol Power Plant will continue to be within EPA guidelines on monitoring of emissions. The total estimated cost for these two units is $50,000.

Estimate 1994
Capitol Power Plant

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Replace Softener Resin.. $ 33,000

Softener resin removes the hardness from the water that is processed through the boilers. This preventive measure eliminates the possibilities of deposits forming on tube interiors, thus preventing leaks and failures. The useful life of softener resin is approximately seven years. The present resin was purchased and installed in 1986 and is now at a point in its life cycle where the "runs" or amount of water processed through a softener tank, are beginning to drop in capacity. Chemical service consultants confirm that the resin, through laboratory analysis, is beginning to break down and degrade. The softners are a vital part of the process in which makeup water for the boilers is softened by removing the hardness particles. There are three softener tanks, each containing 85 cubic feet of resin, or a total of 255 cubic feet for the tanks. The present cost of softener resin is $115 per cubic foot. Allowing for 10 percent spare resin to account for settling, the total requirement amounts to 280 cubic feet, and a total cost of $33,000. Installation of the resin in the tanks will be performed by plant personnel.

Replace Baghouse Filters.. $ 78,000

Baghouse filters are necessary to trap foreign matter entrained in exhaust gases from the coil boiler flues, and thus prevent the emission of pollutants into the environment. The normal period of time between the rebagging of a baghouse is four to five years. Bags were last purchased in fiscal year 1990. Therefore, new bags need to be available to replace the current ones as their useful life expires.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS

Cyclical Maintenance (continued)

Replace Baghouse Filters (continued)

The cost of new bags including a spare reserve of ten percent is based on buying 1,500 bags at $51 per bag for a total of $76,500. Also included in this request is a cost for an outside consultent to inspect the bags and bag fabric for quality assurance and conformance with the contract specifications. This amount is approximately $1,500 or a total request of $78,000.

The rebagging installation will be performed by plant personnel.

Total Cyclical Maintenance..............................$ 329,000

Continuing and Initiating Other Programs

East Plant Chiller Conversion......................................$ 1,800,000

By 1995, the use of refrigerant CFC-12, (R-12 freon) will be restricted and production will be reduced by approximately 50 percent due to changes in environmental regulations. An evaluation of the chillers at the U. S. Capitol Power Plant has been made for the purpose of refrigerant conversion from CFC-12 to HFC-134a, which is the refrigerant best suited at the present time for substitution.

The survey of the chillers has revealed that the units will require major modifications to accept the new gas. The modifications will require considerable work including new seals, gaskets, lubricants, rotors, diffuser plates, and gear reducer adjustments. Due to different operating pressures, new and thinner rotors are required to enable smooth operation without surging, or oscillating, throughout the entire operating range. Also included in the total estimate is eddy current testing of the condenser tubes to insure quality.

Estimate 1994
Capitol Power Plant

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

East Plant Chiller Conversion (continued)

Included in the conversion will be the following items for all chillers: An estimate of cost to repair any existing refrigerant leaks; removal and proper disposal of existing R-12 charge and mineral based compressor oil charge; evacuation and charging of unit with ester based compressor oil and refrigerant 134-a; and start up supervision and labor.

For chillers #1, 1A, 2, 2A, the conversion will include removal of the existing compressor and providing necessary labor and material to install and pipe new compressor utilizing refrigerant 134-a. For chillers 3, 3A, 4, 4A, the conversion will include necessary labor and material to install a new compressor rotor, mating impeller diffuser package, journal and thrust bearings, shaft mounted oil pump and seals in existing compressor housing and necessary labor and material to install a new gear set and journal bearings in existing speed increaser gear unit housing.

Estimate 1994
Capitol Power Plant

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

East Plant Chiller Conversion (continued)

The total cost estimate of the entire project is $2,800,000, of which $1,800,000 is requested in fiscal year 1994 on a "No Year" basis for chillers in the east plant (#1, 1A, 2, 2a). The total estimate is detailed as follows:

Units 1, 1A, 2, & 2A	$1,450,000
Units 3 & 3A	455,000
Units 4 & 4A	645,000
Eddy current test	111,200
Evaluation study	7,600
Cooling Tower Repair	131,200
Total	$2,800,000

Total Continuing and Initiating Other Programs	$ 1,800,000	
Total Increase - NONRECURRING ITEMS	$ 2,129,000	
TOTAL INCREASES		$ 4,791,000
Total for 1994		$39,719,000
Less Estimated Reimbursements		(-)$ 3,200,000
Total Estimate 1994		$36,519,000

Estimate 1994
Capitol Power Plant

Objectives

This appropriation is for the operation and maintenance of the Capitol Power Plant, which has been in operation since December 1, 1910. It provides heat and air conditioning refrigeration for the Capitol, Senate and House Office Buildings, and Library of Congress Buildings; heat for the United States Botanic Garden; heat and air conditioning for the Senate and House Garages; and steam heat for the Government Printing Office and the Washington City Post Office, and steam heat and air conditioning for the Folger Shakespeare Library, Union Station complex, the U. S. Supreme Court Building, and the Federal Judiciary Building on a reimbursable basis. The Architect of the Capitol performs his duties in connection with the plant under authority of the Act of March 4, 1911 (36 Stat. 1414).

All electrical energy is now being purchased from the local public utility. Approximately one-half of the electrical load at the Capitol Power Plant has been purchased since September 1950, and the remaining one-half load since September 1951 when generation of all electrical energy at the Capitol Power Plant was discontinued. The energy purchased for all buildings and grounds under the jurisdiction of the Architect of the Capitol is now 60-cycle alternating current, having been converted from 25-cycle alternating current during the period 1951 - 1963 under funds allowed for such purpose by Congress.

In addition to heat, air conditioning and electricity, water and sewer services for the Capitol Complex will be paid to the D.C. Government pursuant to P.L. 101-168.

The steam generated by the Capitol Power Plant in fiscal year 1992 was 1,272 million pounds, a nine percent increase over 1991. The steam was supplied to the various buildings served through approximately 3 miles of steam lines. The new steam generators, new tunnel and steam lines, installed under the Capitol Power Plant Changes and Improvements Project, have been in service since 1954. The output of the refrigeration plant in fiscal year 1992 was approximately 82.6 million ton-hours of refrigeration, an eight percent decrease under 1991.

The Plant's forces were reduced by two positions to a total of 101 positions in fiscal year 1993. A work force of 101 employees, the same as allowed for 1993, is required for 1994 for the operation of the Capitol Power Plant.

Estimate 1994
Capitol Power Plant

ITEMS UNDER WHICH NO CHANGES OCCUR

Travel	$ 100
Communication Services	1,000
Annual Gas Service	640,000
Purchase of Chilled Water from GSA for Ford House Office Building	242,000
Purchase of Steam from GSA for Ford House Office Building	260,000
Asbestos Disposal	25,000
Exterior Pointing and Caulking	30,000
Miscellaneous Improvements	50,000
Reinsulate Steam Lines	120,000
Training	12,000
Retube Condensers on Chillers, West Refrigeration Plant	240,000
Fuel: Coal	3,217,800
Fuel: Oil	500,000
Retube Three Wickes Boilers (No Year)	655,000

Schedule - A

ARCHITECT OF THE CAPITOL
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	FY 92* ACTUAL		FY 93 ESTIMATE		FY 94 ESTIMATE		NET CHANGE 93/94	
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Activity:								
Capitol Power Plant	103	31,138	101	32,088	101	36,519		4,431
Total **	103	31,138	101	32,088	101	36,519		4,431
2. Breakdown by Object Class:								
11 Personnel Compensation		3,061		3,217		3,382		165
12 Personnel Benefits		614		673		807		134
13 Benefits to Former Personnel								
21 Travel		1						
22 Transportation of Things								
23 Rent, Communications and Utilities		20,828		22,857		25,028		2,171
24 Printing and Reproduction								
25 Other Services		3,458		1,934		3,812		1,878
26 Supplies and Materials		3,163		3,407		3,442		35
31 Equipment		13				48		48
32 Land and Structures								
42 Insurance Claims and Indemnities								
Total **		31,138		32,088		36,519		4,431

* Includes Obligations from Prior Year "No Year" Authority.

Schedule B

ARCHITECT OF THE CAPITOL
ANALYSIS OF CHANGE TO BUDGET BASE
BY ACTIVITY AND OBJECT CLASS

					PROGRAM TYPE CHANGES							
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.		TOTAL CHANGES	
CATEGORIES	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Activity:												
Capitol Power Plant		343		2,319						2,129		4,791
Total		343		2,319						2,129		4,791
2. Breakdown by Object Class:												
11 Personnel Compensation		184										184
12 Personnel Benefits		159										159
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities				2,102								2,102
24 Printing and Reproduction												
25 Other Services				187						2,081		2,268
26 Supplies and Materials				30								30
31 Equipment										48		48
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		343		2,319						2,129		4,791

Schedule C

ARCHITECT OF THE CAPITOL
Capitol Power Plant
Detailed Analysis of Change by Appropriation

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1993	101	32,088
Estimated reimbursements		3,200
Minus: Nonrecurring costs		(360)
Budget Base, 1994	101	34,928

	1994 Request	
	Staff	Amount ($000)
1. Adjustments to Base		
A. Mandatory Pay and Related Costs	...	343
1. Annualization of January 1993 Pay Raise		41
2. January 1994 Pay Raise		73
3. Contribution to Retirement Funds		108
4. Contribution to Health Benefits Funds		24
5. Locality Pay		97
B. Price Level Changes	...	2,319
1. Purchase of Electrical Energy		1,968
2. Water and sewer services		134
4. General Annual Repairs		187
8. Supplies and Materials		30

Schedule C (continued)

Capitol Power Plant
Detailed Analysis of Change by Appropriation
(continued)

	1994 Request	
	Staff	Amount ($000)
I. Adjustments to Base (continued)		
C. Program Type Changes		
1. Legislation	...	...
2. Workload	...	...
3. Equipment, Alterations, Maintenance,	...	2,129
a. Renovation of steam plant elevator		120
b. Replacement of two vehicles		48
c. Replacement of opacity monitors		50
d. Replacement of softener resin		33
e. Replacement of baghouse filters		78
f. East Plant Chiller Conversion		1,800
II.Net Increase/Decrease Requested	...	4,791
III. Estimated Reimbursement	...	(3,200)
III. Total Appropriation Request, 1994	101	36,519

Schedule P

ARCHITECT OF THE CAPITOL
Capitol Power Plant
Detailed Analysis of Priority by Appropriation

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1993	101	32,088
Estimated reimbursements		3,200
Minus: Nonrecurring costs		(360)
Budget Base, 1994	101	34,928
	1994 Request	
I. Adjustments to Base	Staff	Amount ($000)
— NONDISCRETIONARY		2,615
- Mandatory Pay and Related Costs		343
- Electrical energy		1,968
- Water amd sewer services		134
- Ash disposal		170
— CRITICAL	...	1,958
- Annual Recurring Items		47
- Conversion of East Refrigerant Plant Chillers to New Type Refrigerant		1,800
- Replace Baghouse Filters		78
- Replace Softener Resin		33
— HIGHLY DESIRABLE	...	218
- Replace Opacity Monitors		50
- Replacement of two vehicles		48
- Elevator Renovations		120
— DESIRABLE	...	...
II.Net Increase/Decrease Requested	...	4,791
III. Estimated Reimbursement	...	(3,200)
III. Total Appropriation Request, 1994	101	36,519

9.18

ARCHITECT OF THE CAPITOL
Capitol Power Plant

Program and Financing (in thousands of dollars)

Identification code 01-0133-0-1-801		1992 actual	1993 est	1994 est
	Program by activities:			
00.01	Direct program	31,138	33,721	36,219
01.01	Reimbursable program	3,200	3,200	3,200
10.00	Total obligations	34,338	36,921	39,419
	Financing:			
21.40	Unobligated balance available, start of year	−3,020	−2,133	−500
24.40	Unobligated balance available, end of year	2,133	500	800
25.00	Unobligated balance expiring	1,752		
39.00	**Budget authority (gross)**	**35,203**	**35,288**	**39,719**
	Budget authority:			
	Current:			
40.00	**Appropriation**	**30,800**	**32,088**	**36,519**
	Permanent:			
65.00	**Advance appropriation**	**1,203**		
68.00	**Spending authority from offsetting collections**	**3,200**	**3,200**	**3,200**
	Relation of obligations to outlays:			
71.00	Total obligations	34,338	36,921	39,419
72.40	Obligated balance, start of year	3,503	4,040	5,200
74.40	Obligated balance, end of year	−4,040	−5,200	−5,694
77.00	Adjustments in expired accounts	−656		
87.00	Outlays (gross)	33,146	35,761	38,925
	Adjustments to budget authority and outlays:			
	Deductions for offsetting collections:			
88.00	Federal funds	−2,835	−3,040	−3,040
88.40	Non-Federal sources	−157	−160	−160
88.90	Total, offsetting collections	−2,992	−3,200	−3,200
89.00	Budget authority (net)	32,211	32,088	36,519
90.00	Outlays (net)	30,154	32,561	35,725

Object Classification (in thousands of dollars)

Identification code 01-0133-0-1-801		1992 actual	1993 est	1994 est
	Direct obligations:			
	Personnel compensation:			
11.1	Full-time permanent	2,767	2,928	3,081
11.3	Other than full-time permanent	41	12	12
11.5	Other personnel compensation	253	276	289
11.9	Total personnel compensation	3,061	3,216	3,382
12.1	Civilian personnel benefits	614	673	808
21.0	Travel and transportation of persons	1		1
23.3	Communications, utilities, and miscellaneous charges	20,828	22,857	25,028
25.2	Other services	3,459	3,567	3,512
26.0	Supplies and materials	3,163	3,407	3,442
31.0	Equipment	13		48
99.0	Subtotal, direct obligations	31,138	33,721	36,219
99.0	Reimbursable obligations	3,200	3,200	3,200
99.9	Total obligations	34,338	36,921	39,419

Personnel Summary

Identification code 01-0133-0-1-801	1992 actual	1993 est	1994 est
Direct: Total compensable workyears:			
Full-time equivalent employment	97	101	101
Full-time equivalent of overtime and holiday hours	3	4	4
Reimbursable: Total compensable workyears: Full-time equivalent employment	18	19	19

[Clerk's note.—The Program and Finance and Object Class tables reflect the budget justifications as submitted to the Subcommittee. Please check Appendix to the President's FY94 Budget for any changes that may be made subsequent to the January 1993 submission to the Subcommittee.]

ARCHITECT OF THE CAPITOL

CAPITOL POWER PLANT

OBJECT CLASSIFICATION

[in thousands of dollars]

Item	1992 actual	1993 estimate	1994 estimate
23.3 Communications, utilities, and miscellaneous charges:			
Communication services	$1	$1	$1
Annual gas	592	640	640
Purchase of electrical energy	18,114	21,290	23,258
Purchase of steam for House Annex No. 2	226	260	260
Water and sewer services payment to D.C	3.125	1,995	2,129
Purchase of chilled water for House Annex No. 2	216	242	242
Total, communications, utilities, and miscellaneous charges	$22,274	$24,428	$26,530
25.2 Other services:			
General annual repairs and alterations (includes elevator maintenance)	$678	$526	$713
Miscellaneous improvements	57	50	50
Install two new feedwater pumps	85		
Variable speed fan control, W. Refrigeration plant	103		
Install stop valves, W. Refrigeration plant	240		
Design for additional plant facility	725		
Replace steam lines to Botanic Garden	600		
Repairs to pipe tunnel	887	1,474	500
Install continuous emissions monitoring group	70		
Reinsulate steam lines	121	120	120
Training	13	12	12
Asbestos abatement		25	25
Exterior pointing and caulking		30	30
Repair condenser water system, East refrigeration plant		140	
Retube condenser on chillers, West refrigeration plant		240	240
Install two plant air compressors		160	
One spare rotor for chillers		60	
Retube three wickes boilers		665	665
East Refrigeration Plant Chiller Conversion to New Type Refrigerant			1,000
Replace Opacity Monitors			50
Replace Softener Resin			33
Replace Baghouse Filters			78
Elevator Renovations			120
Unalloted balance		159	
Total, other services	$3,579	$3,661	$3,636
26.0 Supplies and materials:			
Miscellaneous annual supplies	$428	$404	$434
Fuel: Coal	2,717	3,218	3,218
Fuel: Oil	676	500	500
Total, supplies and materials	$3,821	$4,122	$4,152

Estimate 1994
Summary
Library Buildings and Grounds,
Structural and Mechanical Care

Library Buildings and Grounds, Structural and Mechanical Care
Summary

	Positions	Amount	Positions	Amount
1993 Appropriation in annual act			136	$ 9,733,000
1993 Nonrecurring Deductions				
HVAC Systems for Gym, East Capitol & 6th Street Building	...	$ 278,000		
Upgrade Fire Alarm System, Madison Building	...	125,000		
Install Central Clock Control System, Jefferson and Adams Building	...	150,000		
Total 1993 Nonrecurring Deductions			...	$(-) 553,000
Total 1994 Base			136	$ 9,180,000
Increases				
Mandatory Items				
Within-grade Promotions, Wage Board Employees	...	$ 113,000		
Within-grade Salary Advancements and Other Changes, GS Employees	...	15,000		
Overtime	...	101,000		
Night Differential and Sunday Premium Pay	...	6,000		
Wage Rate Increases, Wage Board Employees, January, 1993 pay raise	...	63,000		
Increased Civilian Pay Act Cost, January, 1993	...	5,000		

Library Buildings and Grounds, Structural and Mechanical Care
Summary
(continued)

	Positions	Amount	Positions	Amount
Increases (continued)				
Mandatory Items (continued)				
Wage Rate Increases, Wage Board Employees, January, 1994 pay raise	...	$ 102,000		
Increased Civilian Pay Cost, January, 1994	...	8,000		
Contributions to Retirement Funds	...	110,000		
Contributions to Health Benefits Funds	...	32,000		
Locality Pay	...	146,000		
Total Mandatory Items			...	701,000
Restoration of Abolished Positions				
WG-10 Air Conditioning Equipment Mechanic	1	$ 51,000		
Total, Restoration of Abolished Positions			1	51,000
Annual Recurring Maintenance				
General Annual Repairs	...	$ 3,000		
Miscellaneous Improvements	...	50,000		
Exterior Pointing and Caulking	...	3,000		
Asbestos Abatement	...	8,000		
Total Annual Recurring Maintenance			...	64,000

Library Buildings and Grounds, Structural and Mechanical Care
Summary
(continued)

	Positions	Amount	Positions	Amount
Nonrecurring Items				
Cyclical Maintenance				
Modifications to Existing Security System, Madison Building	...	$ 150,000		
Replace Electronic Book Conveyor System Control Stations, Madison Building	...	425,000		
Replace Mechanical Book Carrier System Controls, Jefferson and Adams Buildings	...	175,000		
Repair the Pneumatic Capitol Tube System	...	50,000		
Replace Carrier System Roller Bearings	...	80,000		
Connect and Replace Electromechanical Control System with Hill-wide EMCS, Madison Building	...	550,000		
Elevator Modernization, Jefferson Building	...	360,000		
Elevator Modernization, Madison Building	...	250,000		
Escalator Modernization, Madison Building	...	60,000		
Roof Replacement, Jefferson Building	...	7,000,000		
Total Cyclical Maintenance	...	$9,100,000		

Library Buildings and Grounds, Structural and Mechanical Care
Summary
(continued)

	Positions	Amount	Positions	Amount
Nonrecurring Items (continued)				
Continuing and Initiating Other Programs				
Install Book Stack Lighting Control Systems, Jefferson, Adams, and Madison Buildings	...	$ 290,000		
Classified Materials Storage Vault, Madison Building	...	50,000		
Retrofit Energy Efficient Lighting Systems	...	1,000,000		
Library Parking Area Security Improvements	...	150,000		
Building Antenna System, Madison Building	...	100,000		
Americans with Disabilities Act Requirements	...	750,000		
Install New Electrical Service for UPS	...	750,000		
Total Continuing and Initiating Other Programs	...	$3,090,000		
Total Nonrecurring Items			...	$ 12,190,000
Total Increases			1	13,006,000
Total Estimate for 1994			137	$ 22,186,000

LIBRARY BUILDINGS AND GROUNDS, STRUCTURAL AND MECHANICAL CARE - (Net Increase for 1994....$12,453,000)

1993 Appropriation in annual act		$ 9,733,000
Deductions - Nonrecurring Items		
HVAC Systems for Gym, East Capitol & 6th Street Building	$ 278,000	
Upgrade Fire Alarm System, Madison Building	125,000	
Install Central Clock Control System, Jefferson and Adams Building	150,000	(-) 553,000
Base for 1994		$ 9,180,000

Increases

MANDATORY ITEMS

Within-grade promotions, wage board employees	$ 113,000
Within-grade salary advancements and other changes, GS employees	15,000
Overtime pay	101,000
Night differential and Sunday premium pay	6,000
Wage rate increases, wage board employees, January, 1993 pay raise	63,000
Increased civilian pay act cost, January, 1993	5,000
Wage rate increases, wage board employees, January, 1994 pay raise	102,000
Increased civilian pay cost, January, 1994	8,000
Contributions to retirement funds	110,000
Contributions to health benefits funds	32,000
Locality pay	146,000
Total Increase - MANDATORY ITEMS	$ 701,000

OTHER INCREASES - RESTORATION OF ABOLISHED POSITIONS

Restoration of Abolished Positions				
WG-10 Air Conditioning Equipment Mechanic.......	1	$ 51,000		
Total, Restoration of Abolished Positions...........................			1	$ 51,000

In fiscal year 1993, three positions were reduced from the permanent authorized total of 139, resulting in a total authorized strength of 136 permanent positions for the "Library of Congress Buildings and Grounds, Structural and Mechanical Care" appropriation. This reduction would result in service quality below levels considered to be acceptable for service delivery in the Library Buildings.

A thorough review of the abolished positions was made. It is requested that one position, that is, the most critical in terms of service delivery, be restored at this time.

Restoration of the air conditioning equipment mechanic position is critical. The older Library Buildings have undergone several retrofits to install air conditioning in the buildings, and since then several renovations have been performed to improve system service. The Madison Building's air conditioning systems are now reaching the point that their useful life expectancy is on the decline, and they thus require more maintenance. Because of the extremely valuable library collections stored in the buildings, it is essential to ensure that the air conditioning units work properly at all times to control temperature and humidity. Thus, restoration of this position is considered to be critical.

In summary, restoration of this position is requested in order to continue operations at the current services level.

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS

General Annual Repairs increased from $75,000 to $78,000....................	$ 3,000

An inflationary increase of $3,000 is requested for fiscal year 1994 to cover the projected costs of materials required for miscellaneous annual repairs to the James Madison Memorial Building, Thomas Jefferson Building and John Adams Building. The allotment provides for the general structural and mechanical care and repair of the Library buildings.

Miscellaneous Improvements increased from $100,000 to $150,000.........	50,000

For fiscal year 1994, an increase of $50,000 is requested for the "Miscellaneous Improvements" account for the Structural and Mechanical Care of the Library Buildings and Grounds. The ability to perform necessary but unscheduled work, both maintenance type work and small renovations made at the request of the Library, has been hampered by not having this account increased.

The $50,000 increase for "Miscellaneous Improvements" will provide the needed funding to allow for unanticipated needs to be taken care of by the Architect. This increase was denied in fiscal year 1992 and 1993.

Exterior Pointing and Caulking increased from $60,000 to $63,000.......	$ 3,000

The requested inflationary increase of $3,000 is necessary to meet the rising costs for the ongoing pointing and caulking program for the Library Buildings. The purpose of the program is to provide routine annual maintenance to the exterior stonework and other masonry to avoid costly emergency repair work.

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Library Buildings and Grounds,
Structural and Mechanical Care

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)

Asbestos Abatement increased from $142,000 to $150,000....................	$ 8,000

The requested increase of $8,000 is to meet the increased cost of providing ongoing asbestos abatement in the Library Buildings. Additional costs for transportation and labor as well as the cost for depositing waste materials at appropriate disposal sites are included. Finally, there has been a general increase in the cost of supplies and materials needed for the current level of abatement work. This allotment was last increased in fiscal year 1991.

Total Increase - ANNUAL RECURRING ITEMS.......................	$ 64,000

Cyclical Maintenance

Modifications to Existing Security System, Madison Building.............	$ 150,000

Funding is requested to provide modifications to the existing Security System, James Madison Memorial Building. Work will consist of replacement of the existing card readers and alarm points, which are outdated and no longer supported by the manufacturer.

This project is being requested to coordinate the Library of Congress ID card security system between the three main Library Buildings. The Renovation and Restoration of the Thomas Jefferson and John Adams Buildings will include improved security measures in both buildings. Part of these measures is to install a new ID card reader system for certain areas that the Library has identified as "secure" areas with limited access privileges.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS

Cyclical Maintenance (continued)

Modifications to Existing Security System, Madison Building (continued)

The card readers that will be installed in the two buildings are not compatible with the old system presently being used in the Madison Building. In order to avoid the necessity of issuing two separate ID cards to qualified employees in order to gain access through two separate systems these funds are requested to install the same type of equipment in the Madison Building. There are approximately 90 card readers that must be replaced. These funds were requested and denied in fiscal years 1992 and 1993.

Replace Electronic Book Conveyor System Control Stations, Madison Building $ 425,000

Funding is requested for the replacement of Book Conveyor System control stations. These control stations, which were furnished and installed during the period 1976-1978, are no longer supported by the manufacturer. The replacement of the existing control stations will eliminate considerable down time as well as provide substantial savings in the parts and labor currently required to repair the units.

When the Madison Building was designed, an automated book conveyor system was provided to eliminate the need for Library staff to physically move books from a shelving station to another part of the library. Similarly, the book conveyor system can be programmed to return books to their proper shelving stations when a user has finished examining the material.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenence (continued)

Replace Electronic Book Conveyor System Control Stations, Madison Building (continued)

Currently, out of 60 control panels, less than 50 are in working order. The others have been cannibalized to provide repair parts to keep the remaining panels in operating condition. The result is that the books can be returned to the proper shelving station but books that are being pulled for reader services cannot be placed on the system because the control panels cannot be programmed properly.

These funds are requested to provide for the design, manufacture and installation of new control panels. The installation of these new panels will eliminate the need for Library staff to carry books from their shelving stations to reader areas, and will keep the Madison Building's book conveyor system operational.

These funds were requested and denied in fiscal years 1992 and 1993.

Replace Mechanical Book Carrier System Controls, Jefferson and Adams Buildings..	$ 175,000

The Book Carrier System that serves the Thomas Jefferson and John Adams Buildings was installed in the early 1960's and has been in continuous operation. The system is essential to the Library's operation since it provides the means of moving Library materials from the numerous Book Stack storage locations to the person requiring use of the material.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS

Cyclical Maintenance (continued)

Replace Mechanical Book Carrier System Controls, Jefferson and Adams Buildings (continued)

There are thirty-two control stations in the system that are electrically interconnected. The existing controls consist of limit switches, push button relays and magnetic card readers. Many parts of the system are obsolete, causing considerable difficulty in keeping the systems in operation.

The replacement controls will consist of state of the art equipment with electronic card readers and computer control of the system. These modifications will result in a reduction of downtime that is attributed to the existing controls and provide for diagnostic maintenance capabilities. These funds were requested and denied in fiscal years 1992 and 1993.

Repair the Capitol Pneumatic Tube System..............................	$ 50,000

The tube system between the Thomas Jefferson and the United States Capitol Buildings has been operating for over 25 years and provides for the rapid transmittal and distribution of information required by congressional members.

The system consists of two oval tubes, a turbo compressor and a series of valves that direct compressed air to move a parcel between the buildings. These basic components of the system are sound and function properly. The electromagnetic controls and interconnecting wiring that operate the system have deteriorated resulting in frequent operating interruptions. Further, many of the sensors and electrical devices have become obsolete, resulting in additional delays to make repairs.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS

Cyclical Maintenance (continued)

Repair the Capitol Pneumatic Tube System (continued)

It is proposed that the existing controls be replaced with an electronic control system that uses optical scanners. The new control system will also provide a diagnostic maintenance capability. With this improvement, the tube system should provide reliable service for a number of years. These funds were denied in fiscal years 1992 and 1993.

Replace Carrier System Roller Bearings..................................	$ 80,000

A major portion of the Library of Congress box book carrier system consists of a series of conveyor belts that are supported and driven by steel rollers. The system which interconnects the three Library Buildings has been in operation since 1978.

This portion of the system has approximately 20,000 rollers that are support by oil impregnated wooden bearings. These bearings have proven to be a faulty part of the conveyor system due to dust and lint that is generated from the conveyor belts. Due to these environmental conditions, the wood bearings become clogged, causing loud squeaking sounds or becoming frozen. When this happens, the bearings either stop, or burn the conveyor belts.

Various types of bearings have been tested over the past several years to find a suitable replacement. The use of sealed roller bearings has proven to provide the most reliable service and is impervious to the environmental conditions caused by the belts.

The estimated cost for the replacement of the 20,000 rollers was originally $180,000. During fiscal year 1992, an amount of $99,000 was reprogrammed from unobligated funds that had been appropriated for design of the replacement of the Jefferson Building Roof.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Replace Carrier System Roller Bearings (continued)

Therefore, $80,000 is requested in fiscal year 1994 to completely fund the project.

Connect and Replace Electromechanical Control System with Hill-wide EMCS, Madison Building	$ 550,000

This project was requested and deferred in fiscal years 1991, 1992 and 1993.

The original construction of the James Madison Memorial Building included a central control system for operation and control of the electro-mechanical systems of the building. This system was state of the art at the time of installation and has provided significant benefits with the maintenance, control and operation of the building. As with most computer based systems, the Johnson Controls System 80 (JC80) has become antiquated over a period of fifteen years, resulting in a system that the manufacturer no longer produces or supports.

The JC80 system's greatest responsibility is the control over all the Madison Building's lighting, temperature and humidity controls. If the JC80 fails, all lighting control panels, thermostats and humidity controls will have to be set and reset on a daily basis manually. If these controls are not set and reset manually, the lights cannot be turned on and off, and the temperature and humidity cannot be controlled either.

Clearly, it is essential to replace the JC80 system to assure continued operation in the Madison Building.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Connect and Replace Electromechanical Control System with Hill-wide EMCS, Madison Building (continued)

It is requested that funds provided remain available on a "No Year" basis to enable the design, acquisition and installation of the necessary materials to take place in an orderly manner. Installation of the new system will have to be performed carefully so as not to disrupt Library services.

Elevator Modernization, Jefferson Building..............................	$ 360,000

The Library of Congress Thomas Jefferson Building has sixteen existing elevators. Twelve of these elevators have not had any comprehensive upgrades since the early 1960's. All of the elevator systems suffer from age and spare parts availability. This request is submitted to support the preparation of detailed construction documents and begin the phased implementation of a comprehensive renovation and modernization program on all the elevators not yet modernized, and connection to a monitoring system that will provide the Supervising Engineer's office as well as the elevator shop with data on system performance.

These funds are requested to modernize three elevators in the Jefferson Building at an estimated cost of $120,000 per elevator. The elevators proposed to be modernized in fiscal year 1993 include Nos. 5, 10, and 11. These elevators have been determined to have the highest priority among the twelve that require renovation. As this program is a multi-year program, these funds are requested on a "No Year" basis. It is further requested that these funds remain in the budget base for three additional years to fund the entire modernization program.

Estimate 1994
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Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Elevator Modernization, Adams Building.................................. (360,000)

The Library of Congress John Adams Building has thirteen existing passenger elevators, two freight lifts and three dumbwaiters. Four of the elevators (9, 10, 11, and 12) are being addressed in the LOC PHASE I funding. Funds in the amount of $360,000 were appropriated in fiscal year 1993 to begin the preparation of detailed construction documents and begin the phased implementation of a comprehensive renovation and modernization program on the remaining elevators, including a central monitoring system.

The fiscal year 1993 appropriated amount of $360,000 has been left in the base on a "No Year" basis, as this is a multi year program. These funds will also be left in the budget base for fiscal year 1995 on a "No Year" basis to fully fund the elevator modernization program in the Adams Building.

Elevator Modernization, Madison Building............................... $ 250,000

The Library of Congress James Madison Building has eighteen existing passenger elevators, and three freight elevators. These elevators which were put in to service in 1979 have not had any comprehensive upgrades since then. In addition to recommended safety upgrades and modifications to accommodate provisions of the American with Disabilities Act, it is recommended that all the elevators be monitored from the elevator shop and the Supervising Engineer's office.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Elevator Modernization, Madison Building (continued)

These funds are requested to provide modernization to five elevators at an estimated cost of $20,000 per elevator for a total of $100,000. The amount requested is requested on a "No Year" basis as this will be a multi year program. These funds will also be left in the budget basa for fiscal yaar 1995 on a "No Year" basis to fully fund the elevator modernization program in the Madison Building.

Escelator Modernization, Madison Building..............................	$ 60,000

The LOC's James Madison Office Building has four existing escalators. These escalators were put into service in 1979 and have not had any comprehensive upgrades since then. Since this equipment's installation, there have been many industry safety and design improvements. Some changes have been made but substantial safety, control and equipment modification are still required.

Escalator technology has advanced dramatically in the area of safety and motion sensor and controls since 1980. Escalators have recently been the focus of many litigations involving personal injury and death. The prime facts in most of these incidents was age of the equipment and lack of modern safety sensors and trips. This request is to support the preparation of construction documents and to implement recommendations being currently developed by the Elevator Engineering Division and outside engineering and safety consultants.

In addition to recommended safety upgrades, it is recommended that all the escalators be monitored from the elevator shop and the Supervising Engineer's office.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Escalator Modernization, Madison Building (continued)

The funds requested, $60,000, are to modernize two escalators at a cost of approximately $30,000 each. These funds are requested on a "No Year" basis as this will be a two year program. These funds will also be left in the budget base for fiscal year 1995 on a "No Year" basis to fully fund the escalator modernization program in the Madison Building.

Roof Replacement, Jefferson Building.. $7,000,000

Funds in the amount of $300,000 were appropriated in fiscal year 1992 to perform a comprehensive design, specification, and estimate for a new roof on the Thomas Jefferson Building.

The original copper roofing on the Thomas Jefferson Building was installed in 1890 and has since been partially repaired on numerous occasions. Portions of the copper roofing consist of the original material which has deteriorated requiring repairs to eliminate water infiltration into the building. Because of seasonal expansion and contraction, the copper metal has fatigued causing numerous cracks to occur without any method to predetermine locations until a water leak occurs. Further, the combination of exposure and corrosion has caused the roof to pit at numerous locations allowing water to seep into the building. Electrolysis has occurred in sections where roofing copper was applied over galvanized nails, and the electrolysis has destroyed the copper.

To provide immediate relief from water damage to the building interior, temporary repairs were made to the roof in fiscal year 1989 using sealant materials to cover the defective areas. The life expectancy of this repair is five years. This request for $7 million on a "No Year" basis is made to ensure that the roof is replaced before the temporary measures fail.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Roof Replacement, Jefferson Building (continued)

The design and specifications provided by the consultant have established a better cost estimate for the replacement than was available before. The previous estimate was $5 million. Based on the comprehensive survey and specification provided by the consultant, however, a total amount of $6,762,000 would be required to replace all the areas of copper roofing necessary to ensure a long lasting watertight roof. To that amount has been added $238,000 for construction management, for a total request of $7 million.

Although the project could be phased and performed in separate packages, the roofing consultant has advised that significant savings could result from bidding the project as a whole. A single bid would avoid the need for multiple contractor set up, multiple site preparation efforts, and assessment of damages caused by different contractors in areas previously replaced by other contractors. If phasing is necessary because of funding limitations, then the cost of performing top priority replacement would be approximately $4.5 million in the first year. These funds are requested on a "No Year" basis, as the contract will require more than one year to complete. Sufficient funds must be available to enable unforeseen conditions to be taken care of as the project progresses.

Total Cyclical Maintenance.. $ 9,100,000

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs

Install Book Stack Lighting Control System, Jefferson, Adams and Madison Buildings.. $ 290,000

This request will provide for the completion of the installation of lighting control panels in the Library of Congress Buildings. The lighting control system has been installed in the James Madison Memorial Building with funding provided in fiscal year 1989 ($120,000) and as part of the Renovation and Restoration Project for the Thomas Jefferson and John Adams Buildings. Completion of the lighting control system requires the installation of panels in the book stacks of the Jefferson and Adams Buildings and improvements to the central controller that are needed for the management of the number of circuits connected to the system. In addition to proven reliability and flexibility provided by the lighting control system, there has been significant energy savings provided by the panels that were installed in the James Madison Memorial Building.

Based on tests, each panel provides approximately 1000 KWH reduction of energy consumption each week. With a total installation of 242 panels, energy savings are calculated at approximately $600,000 annually for the Madison Building. This effort, plus other energy management activities, has been corroborated with PEPCO electrical invoices for the Madison Building. For the three-year period from fiscal year 1986 through fiscal year 1988, there has been a 16% reduction in electrical energy consumption resulting in a 20% reduction in cost, i.e., approximately $1,500,000. The payback for the investment in the lighting control system will be less than one year. The book stack areas of the Jefferson and Adams Buildings were excluded from the Renovation and Restoration Project for the Library of Congress.

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Increase (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Install Book Stack Lighting Control System, Jefferson and Adams Buildings, and Madison Building (continued)

This request will fund the purchase of half the required equipment which will be installed by in-house maintenance personnel. The total estimated cost of this work is $580,000. Only half of this work can proceed in fiscal year 1994. Therefore, it is requested to provide $290,000 in fiscal year 1994, and permit the $290,000 to remain in the base in fiscal year 1995 to complete the project. This project was requested and denied in fiscal years 1992 and 1993.

Classified Materials Storage Vault, Madison Building...................... $ 50,000

The Library of Congress has been directed by the Department of Defense to improve the handling of classified material for which the Library is responsible. The Manuscripts Division receives papers from donors consisting of crates of personal manuscripts material. When the donors are former civilian or military government officials, the material often includes classified documents. Until the documents are processed, the entire collection is considered classified. The LOC's Internal Auditor has estimated that the volume of the classified collection is 679 cubic feet of material. Although only a small percentage of the material is classified, it is necessary to process the collection in a properly secured space. The Library does not have suitable space for this purpose. This request will provide for the extension of the existing secured vault on the First Floor of the James Madison Memorial Building which will accommodate the security requirements for processing the documents. The vault will be constructed to conform with federal specification for modular vault systems. This project was requested and denied in fiscal years 1992 and 1993.

Estimate 1994
Library of Congress Buildings and Grounds,
Structural and Mechanical Care

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Retrofit Energy Efficient Lighting Systems.............................. $ 1,000,000

Funds in the amount of $1 million were appropriated in fiscal years 1992 and 1993 in the "Capitol Buildings" appropriation to perform an energy efficient lighting pilot test program to perform specific cost benefit analyses on retrofit applications to determine and document the most cost effective energy saving programs that can be implemented throughout the Capitol complex.

Energy efficient lamps and ballasts provide better light output but consume less energy than conventional lamps. The most typical configuration in the Capitol complex offices involves fixtures with conventional ballasts and 40-watt fluorescent lamps, which are being replaced by 32-watt T-8 lamps with electronic ballasts. Combined with electronic ballasts, energy demand for a typical two-lamp fixture changes from a total of 96 watts to 62 watts. Although the purchase cost of the energy efficient lamps and ballasts is higher than conventional lamps and ballasts, the energy savings generally produce a reasonable payback period. At the same time, occupant sensors have also proven to be extremely beneficial in controlling lighting devices. Installation of such sensors in areas where lights are on 24 hours a day, such as garages, toilet rooms, and similar spaces, reduces energy usage, and its related costs, dramatically. Utility companies have recognized the tremendous benefits these energy efficient devices provide, and offer significant financial incentives in the form of rebates to encourage their use.

Estimate 1994
Library of Congress Buildings and Grounds,
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Increase (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Retrofit Energy Efficient Lighting Systems (continued)

The Architect, working in conjunction with the local electric utility company and several energy experts, has developed a pilot installation program in various types of spaces throughout the Capitol complex. The pilot program is briefly described as follows. A series of pilot installation areas were surveyed to determine pre-retrofit energy usage and occupant hours. Energy efficient lighting devices were then installed in each of the pilot areas, and the actual labor costs for installation and material costs were recorded for each area. Following the installations, energy usage and occupant hours were recorded. An economic analysis program, which was developed by PEPCO, has been used to perform the necessary calculations to provide the information necessary to justify further installation of these devices.

The pilot program is nearing the completion of the post-retrofit data collection phase. Initial findings are very encouraging, and indicate that the energy efficient lighting program will indeed be very efficient as well as cost effective. As of the end of November 1992, the Architect is preparing to share with the energy experts who have been working with this program initial findings from two of the pilot areas to provide an objective analysis of the program. Their analysis will provide either independent confirmation of the findings, or guidance on further study that may be required. It is anticipated that this review will have been completed by the time the fiscal year 1994 budget hearings take place, and an update will be provided at that time.

This budget request, in the amount of $1 million on a "No Year" basis, is for the Library of Congress Buildings. A multi-year plan is proposed to replace existing inefficient fluorescent lamps and ballasts.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Retrofit Energy Efficient Lighting Systems (continued)

A thorough survey has been performed to analyze each of the areas to develop specific recommendations, based on pilot program retrofit analyses in similar areas, for improving the existing lighting and control systems. A final cost and benefit projection will be prepared at the completion of the pilot program effort.

In order to continue the program without delay, it is requested to allow these funds to remain in the base on a "No Year" basis until completion of the energy efficient lighting retrofit effort in the Library of Congress Buildings.

Tenant Improvements to LOC Special Facilities Center....................	$	(500,000)

Funds in the amount of $500,000 were included in the budget base for fiscal year 1993 on a "No Year" basis to provide for continuing tenant improvements to the Library of Congress Special Facilities Center to accommodate renovations for the LOC Child Care Center. The Library of Congress has now programmed the remaining space for use as a scholar's residence and learning facility. Legislation was agreed to by the Congress authorizing such use.

An estimated total cost of $4,000,000 for the learning facility was prepared based on the Library's proposed program and square foot costs. Because of the magnitude of this estimate, it was decided that control over the project would be better established if it were fully designed before beginning construction. These funds are therefore requested to remain in the base for the design of the new facility, which will be performed under contract during fiscal year 1994. Renovation funds, based on more firm design and estimates, will be requested in fiscal year 1995.

Estimate 1994
Library of Congress Buildings and Grounds,
Structural and Mechanical Care

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Library Parking Area Security Improvements............................	$ 150,000

The Librarian of Congress has requested that the Architect provide electronic measures for safe and secure facilities for the staff as well as its collections. The need to control and maintain safe and secure spaces for persons and materials entering and leaving Library facilities cannot be adequately accomplished through only the use of security personnel. The safety issues that are being addressed include improving the safety to Library personnel and visitors walking to and from their cars, improving the building entrance security by establishing card reader entry points, and supplementing the existing Library Police with electronic security devices rather then additional personnel.

To augment this effort, and improve security of the Library parking areas, it is proposed that the existing security system available to the Library be expanded to accommodate the following improvements.

Installation of a card reader and security gate at the entrance to the John Adams Building Parking Garage will improve entrance security at that location. Installation of a card reader and security gates at the entrance and exit of the parking lot located on the East Side of the Thomas Jefferson Building will improve safety and security at that location. Installation of video cameras at the exit, entrance and interior of the John Adams Building Parking Garage will improve safety and security in the Adams garage. Installation of video cameras at the entrance and exit of the Thomas Jefferson East Parking Lot will improve safety and security in the Jefferson parking lot. Installation of video cameras at the entrance to the James Madison Memorial Building Parking Garage will improve safety and security in the Madison garage.

Estimate 1994
Library of Congress Buildings and Grounds,
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Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Library Parking Area Security Improvements (continued)

A total of 17 video cameras, as well as card readers and associated cabling, will be required to provide the coverage requested above. Funds in the amount of $150,000 are therefore requested to implement the improved security measures desired by the Librarian.

Building Antenna System, Madison Building............................	$ 100,000

The James Madison Memorial Building has three floor levels located below the surface of Independence Avenue. The subsurface areas are shielded from radio signals transmitted either to or from the radio base station used to communicate with Library Police.

The total area that is affected represents approximately 600,000 square feet of space where it is not possible for the Library Police to communicate using two way radio or pager units. As a result, normal radio communications cannot take place. More importantly, emergency actions can be delayed and critical activities are not accomplished in a timely or acceptable manner. Although the Library Police presently use telephones to communicate, their communications system and network is based on a radio dispatch system.

To eliminate this problem with radio communications, it is requested that funds in the amount of $100,000 be appropriated to install an antenna system that will transmit the radio signals throughout the lower floors of the Madison Building. The Librarian has requested that the Architect include this project in the fiscal year 1994 budget.

Increase (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

American with Disabilities Act Requirements................................	$ 750,000

The main justification for this new program is found in the "Capitol Buildings" justifications on pages 5.27 - 5.31.

Priority work proposed for the Library of Congress Buildings during fiscal year 1994 will be directed toward building entrences, paths of travel through the buildings, parking garages and toilet rooms. The principal emphasis will be on the Madison Building, although the Jefferson and Adams Buildings will also be reviewed in light of the modifications to the requirements and guidelines brought about by passage of the ADA. The Special Facilities Center is presently being designed to meet ADA requirements and guidelines. As priorities are set following accessibility surveys of the Library of Congress Buildings, it may be determined that the configuration of sales and service counters in the libraries, cafeterias, coffee shops, etc., will receive attention in fiscal year 1994. The individual accessibility needs of staff members will also be addressed on an as needed basis during the year.

It is thus requested that $750,000 be appropriated for this program on a "No Year" basis, and to allow that amount to remain in the budget base for the duration of the program which is estimated to take approximately seven years. These funds are necessary to provide for materials and labor to design and perform the necessary modifications, as well as to provide for additional assistance from qualified consultants.

New Electrical Service for UPS...	$ 750,000

The Librarian of Congress has informed the Architect's office that the Library's mainframe computer complex will be replaced during fiscal year 1994. Due to the changes in power requirements for modern mainframe computers, the electrical service and uninterruptible power

Estimate 1994
Library of Congress Buildings and Grounds,
Structural and Mechanical Care

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

New Electrical Service for UPS (continued)

supply service for the new mainframe must be upgraded from 400 hertz power, which is what the existing system operates on, to 60 hertz power, which is the standard power supply for modern mainframe computer systems.

The conversion from 400 hertz to 60 hertz will require significant conduit and wiring work, bypass arrangements to continue existing operations without interruption, and detailed planning and coordination between the Library and Architect's staff to ensure computer center operations are disrupted as little as possible.

In order to provide the Library's computer complex with an appropriate power supply for its new mainframe system, it is requested that $750,000 be provided on a "No Year" basis. These monies will be used to design, procure and install the necessary power system required by the Library. The monies are requested on a "No Year" basis to ensure that any adjustments required after the system is operational may be accomplished without having to request additional funding.

Total Continuing and Initiating Other Programs	$ 3,090,000	
Total Increase - NONRECURRING ITEMS	$12,190,000	
TOTAL INCREASES		$13,006,000
Total Estimate for 1994		$22,186,000

Estimate 1994
Library Buildings and Grounds,
Structural and Mechanical Care

Objectives

The Library appropriation under the Architect of the Capitol provides for the structural and mechanical care of the Jefferson, Adams, and Madison Library of Congress Buildings, the operation of mechanical equipment and care of the grounds. The Architect performs such duties in connection with the Library Buildings and Grounds under the provisions of the Act of June 29, 1922 (42 Stat. 715), as amended, and the Madison Building commencing in fiscal year 1979 under the provisions of the Act of October 19, 1965 (79 Stat. 987).

A regular force of 137 employees is requested for 1994, for the structural and mechanical care of these three buildings and the care of the grounds.

The three library buildings contain approximately 81 acres of floor area; are equipped with bookstacks and shelving containing Library collections totaling approximately 90 million items, consisting of books and pamphlets, manuscripts, and miscellaneous items, such as maps, reels of microfilm and motion pictures, volumes and pieces of music, photographs, prints, unbound newspapers, etc.; contain reading rooms, studies, office and other rooms, shops and storage space; and are equipped with extensive mechanical equipment, such as refrigeration plant and air conditioning systems in the three library buildings with their related equipment; electrical substation and transformer stations with their switchboards, switchgear, transformers and related equipment; 50 elevators including 1 sidewalk elevator, 6 dumbwaiters, 4 lifts and 4 escalators; innumerable electrical fixtures and wiring; plumbing fixtures and piping; pneumatic tubes and automatic bookcarriers.

The force requested for 1994 includes: 1 supervising engineer, 1 assistant supervising engineers, 30 mechanics in heating, ventilating, and air conditioning departments, 19 electricians, 10 elevator mechanics, 7 wood craftsmen, 12 machinists, 4 masons, 1 decorative plasterer, 11 pipefitter-plumbers, 11 sheet metal mechanics, 4 painter-decorators, 6 painters, 3 tools and parts attendants, 1 secretary, 1 clerk, 1 maintenance general foreman, 6 gardeners, 1 head, supply branch, 1 purchasing agent, 1 receptionist, 2 electronics technicians, 1 assistant administrative technician, and 1 personnel management specialist, as well as restoration of one air conditioning mechanic position that was abolished in fiscal year 1993.

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ITEMS UNDER WHICH NO CHANGES OCCUR

Elevator Repairs and Improvements	$ 43,000
Maintenance of Air Conditioning System	234,000
Clean Air Distribution Duct System, Jefferson and Adams Buildings	100,000
Roof Maintenance	20,000
Frequency Inverters for VAV Fans, Madison Building (No Year)	150,000
Training	17,000
Supplies and Materials	499,000
Annual Equipment, Material Handling and Cleaning	35,000
Annual Equipment, Movable Partitions	55,000
Lease of Van for Library Special Facilities Center	4,000
Tools, Library Special Facilities Center	2,000
Care of Grounds	20,000
Snow Removal	5,000
Tenant Improvements to Library Special Facilities Center (No Year)	500,000
Elevator Modernization, John Adams Building (No Year)	360,000

Schedule A

ARCHITECT OF THE CAPITOL
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	FY 92* ACTUAL STAFF	FY 92* ACTUAL DOLLARS ($000)	FY 93 ESTIMATE STAFF	FY 93 ESTIMATE DOLLARS ($000)	FY 94 ESTIMATE STAFF	FY 94 ESTIMATE DOLLARS ($000)	NET CHANGE 93/94 STAFF	NET CHANGE 93/94 DOLLARS ($000)
1. Breakdown by Activity:								
Library Buildings and Grounds, Structural and Mechanical Care	139	19,648	136	9,733	137	22,186	1	12,453
Total	139	19,648	136	9,733	137	22,186	1	12,453
2. Breakdown by Object Class:								
11 Personnel Compensation		5,559		5,756		6,318		562
12 Personnel Benefits		946		1,003		1,193		190
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications and Utilities								
24 Printing and Reproduction								
25 Other Services		12,649		2,358		14,059		11,701
26 Supplies and Materials		389		499		499		0
31 Equipment		88		92		92		0
32 Land and Structures		17		25		25		0
42 Insurance Claims and Indemnities								
Total		19,648		9,733		22,186		12,453

* Includes Obligations from Prior Year "No Year" Authority.

Schedule B

ARCHITECT OF THE CAPITOL
ANALYSIS OF CHANGE TO BUDGET BASE
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.			
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Activity:												
Library Buildings and Grounds, Structural and Mechanical Care		701		14			1	851		11,440	1	13,006
Total		701		14			1	851		11,440	1	13,006
2. Breakdown by Object Class:												
11 Personnel Compensation		525					1	37			1	562
12 Personnel Benefits		176						14				190
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services				14				800		11,440		12,254
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		701		14			1	851		11,440	1	13,006

Schedule C

ARCHITECT OF THE CAPITOL
Library Buildings and Grounds
Detailed Analysis of Change by Appropriation

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1993	136	9,733
Minus: Nonrecurring costs		(553)
Budget Base, 1994	136	9,180
	1994 Request	
I. Adjustments to Base	Staff	Amount ($000)
A. Mandatory Pay and Related Costs	...	701
1. Within-grade increases and Other Changes		128
2. Overtime and Holiday Pay		101
3. Night Differential and Sunday Premium Pay		6
4. Annualization of January 1993 Pay Raise		68
5. January 1994 Pay Raise		110
6. Contribution to Retirement Funds		110
7. Contribution to Health Benefits Funds		32
8. Locality Pay		146
B. Price Level Changes	...	14
1. General Annual Repairs		3
2. Exterior Pointing and Caulking		3
3. Asbestos abatement		8
C. Program Type Changes		
1. Legislation	...	...

Schedule C (continued)

ARCHITECT OF THE CAPITOL
Library Buildings and Grounds
Detailed Analysis of Change by Appropriation
(continued)

	1994 Request	
	Staff	Amount ($000)
I. Adjustments to Base (continued)		
2. Workload	1	851
a. Restoration of abolished position	1	51
b. ADA requirements		750
c. Miscellaneous improvements		50
3. Equipment, Alterations, Maintenance,	...	11,440
a. Modifications to Existing Security System, JMMB		150
b. Replace Electronic Book Conveyor System Control Stations, JMMB		425
c. Library parking area security improvements		150
d. Building antenna system, JMMB		100
e. Replace Mechanical Book Carrier System Controls, TJB and JAB		175
f. Repair Pneumatic Capitol Tube System		50
g. Replace Carrier System Roller Bearings		80
h. Connect and Replace Electromechanical Control System with Hill-wide EMCS, JMMB		550
i. Install new electrical service for UPS		750

Schedule C (continued)

ARCHITECT OF THE CAPITOL
Library Buildings and Grounds
Detailed Analysis of Change by Appropriation
(continued)

	1994 Request	
	Staff	Amount ($000)
I. Adjustments to Base (continued)		
j. Classified materials facility, JMMB		50
k. Elevator Modernization, TJB		360
l. Elevator Modernization, JMMB		250
m. Escalator Modernization, JMMB		60
n. Install Bookstack Lighting Control Systems, TJB, JAB, and JMMB		290
o. Roof replacement, TJB		7,000
p. Retrofit Energy Efficient Lighting Systems		1,000
II. Net Increase/Decrease Requested	1	13,006
III. Total Appropriation Request, 1994	137	22,186

Schedule P

ARCHITECT OF THE CAPITOL
Library Buildings and Grounds
Detailed Analysis of Priority by Appropriation

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1993	136	9,733
Minus: Nonrecurring costs		(553)
Budget Base, 1994	136	9,180

	1993 Request	
I. Adjustments to Base	Staff	Amount ($000)
— NONDISCRETIONARY	...	701
- Mandatory Pay and Related Costs		701
— CRITICAL	...	9,114
- Annual Recurring Items		64
- Roof Replacement, TJB		7,000
- ADA Requirements		750
- Connect and Replace Electromechanical Control System with Hill-wide EMCS, JMMB		550
Replace UPS/60 HTZ		750
— HIGHLY DESIRABLE	1	1,651
Restoration of abolished position	1	51
- Retrofit Energy Efficient Lighting Systems		1,000
- Replace Mechanical Book Carrier System Controls, TJB and JAB		175
- Replace Electronic Book Conveyor System Control Stations, JMMB		425

Schedule P (continued)

ARCHITECT OF THE CAPITOL
Library Buildings and Grounds
Detailed Analysis of Change by Appropriation
(continued)

	1994 Request	
	Staff	Amount ($000)
I. Adjustments to Base (continued)		
— DESIRABLE	...	1,540
– Building Antenna System		100
– Install Bookstack Lighting Control Systems, TJB, JAB, and JMMB		290
– Modifications to Existing Security System, JMMB		150
– Replace Carrier System Roller Bearings		80
– Parking area security improvements		150
– Elevator Modernization, TJB		360
– Elevator Modernization, JMMB		250
– Escalator Modernization, JMMB		60
– Repair Pneumatic Capitol Tube System		50
– Classified Materials Facility, JMMB		50
II. Net Increase/Decrease Requested	1	13,006
III. Total Appropriation Request, 1994	137	22,186

ARCHITECT OF THE CAPITOL
Library Buildings and Grounds

Program and Financing (in thousands of dollars)

Identification code 01-0155-0-1-801		1992 actual	1993 est.	1994 est
	Program by activities:			
10.00	Total obligations	19,648	17,814	18,536
	Financing:			
21.40	Unobligated balance available, start of year	−12,698	−8,081	
24.40	Unobligated balance available, end of year	8,081		3,650
25.00	Unobligated balance expiring	156		
39.00	**Budget authority**	**15,187**	**9,733**	**22,186**
	Budget authority:			
	Current:			
40.00	**Appropriation**	**10,187**	**9,733**	**22,186**
	Permanent:			
65.00	**Advance appropriation**	**5,000**		
	Relation of obligations to outlays:			
71.00	Total obligations	19,648	17,814	18,536
72.40	Obligated balance, start of year	28,552	22,103	7,508
74.40	Obligated balance, end of year	−22,103	−7,508	−2,323
77.00	Adjustments in expired accounts	−8		
90.00	Outlays	26,090	32,408	23,721

Object Classification (in thousands of dollars)

Identification code 01-0155-0-1-801		1992 actual	1993 est.	1994 est.
	Personnel compensation:			
11.1	Full-time permanent	4,433	4,589	4,988
11.3	Other than full-time permanent	36	132	132
11.5	Other personnel compensation	1,090	1,035	1,198
11.9	Total personnel compensation	5,559	5,756	6,318
12.1	Civilian personnel benefits	946	1,003	1,193
25.2	Other services	12,649	10,439	10,409
26.0	Supplies and materials	389	499	499
31.0	Equipment	88	92	92
32.0	Land and structures	17	25	25
99.9	Total obligations	19,648	17,814	18,536

Personnel Summary

Identification code 01-0155-0-1-801	1992 actual	1993 est.	1994 est.
Total compensable workyears:			
Full-time equivalent employment	137	136	141
Full-time equivalent of overtime and holiday hours	20	18	20

[Clerk's note.—The Program and Finance and Object Class tables reflect the budget justifications as submitted to the Subcommittee. Please check Appendix to the President's FY94 Budget for any changes that may be made subsequent to the January 1993 submission to the Subcommittee.]

ARCHITECT OF THE CAPITOL

LIBRARY BUILDINGS AND GROUNDS

STRUCTURAL AND MECHANICAL CARE

OBJECT CLASSIFICATION

[In thousands of dollars]

Item	1992 actual	1993 estimate	1994 estimate
25.2 Other services:			
General annual repairs	$86	$75	$78
Maintenance and repair, elevators	39	43	43
Maintenance, air-conditioning system	152	234	234
Miscellaneous improvements	111	100	150
Exterior pointing and caulking	62	60	63
Exterior repairs, Madison building	207		
Library Parking Area Security Improvements			150
Clean air distribution system, Jefferson and Adams bldgs	106	100	100
Asbestos abatement	160	142	150
Roof maintenance	21	20	20
Installation of vestibule, Madison building	155		
Design for roof replacement	135		
Frequency inverters for VAV fans, Madison building	140	150	150
Training	12	17	17
Replace electronic book conveyor system	45		
Restoration of Jefferson and Adams buildings	5	55	
Loading dock modifications	204	196	
Roof replacement, Madison building	1,653		
Acquisition of property, St. Cecilia's	4,354	385	
Tenant improvements to St. Cecilia's property	474	526	500
A/C Great Hall/Exhibit Space, TJB	308	192	
Renovation of Jefferson and Adams buildings	4,216	6.943	
Program for energy conservation	4	261	
HVAC Systems for Gym, East Capitol & Sixth Street building		278	
Upgrade fire alarm system, Madison building		125	
Install central clock control system, Jefferson and Adams		150	
Lease Van for use at E. Capitol & 6th Street Building		4	4
Elevator modernization, Adams building		360	260
Modifications to Existing Security System, JMMB			150
Replace Electronic Book Conveyor Control Stations			425
Installation of book stack lighting control system, Jefferson and Adams buildings			290
Replace mechanical book carrier system controls, Jefferson and Adams buildings			175
Repair the Capitol tube system			50
Replace carrier system roller bearings			80
Secure storage facility, JMMB			50
Elevator modernization, JMMB			200
Escalator Modernization, JMMB			60
Retrofit Energy Efficient Lighting Systems			700
Building Antenna System, Madison Building			100
Roof Replacement, Jefferson Building			4,000
Elevator modernization, TJB			260
ADA Requirements			750
Connect/replace electro-mechanical control system with hill-wide EMCS, Madison building			550
Install New Electrical Service for LOC UPS			650
Unalloted contingency		23	
Total, other services	$12,649	$10,439	$10,409

BOTANIC GARDEN

Estimate 1994
Summary
Botanic Garden

Botanic Garden
Summary

	Positions	Amount	Positions	Amount
1993 Appropriation in annual act			57	$ 4,906,000
	Positions	Amount		
1993 Nonrecurring Deductions				
None				
Total 1993 Nonrecurring Deductions			...	(-) .....
Total 1994 Base			57	$ 4,906,000
Increases				
Mandatory Items				
Within-grade Promotions, Wage Board Employees	...	$ 30,000		
Within-grade Salary Advancements and Other Changes, GS Employees	...	15,000		
Overtime	...	10,000		
Sunday Premium Pay	...	1,000		
Wage Rate Increases, Wage Board Employees, January, 1993 pay raise	...	20,000		
Increased Civilian Pay Act Cost, January, 1993	...	4,000		
Wage Rate Increases, Wage Board Employees, January, 1994 pay raise	...	33,000		
Increased Civilian Pay Cost, January 1994	...	8,000		
Contributions to Retirement Funds	...	87,000		
Contributions to Health Benefits Funds	...	16,000		
Payment to Employees' Compensation Fund	...	14,000		
Locality Pay	...	54,000		
Total Mandatory Items			...	292,000
New Positions				
WG-4 Laborer (Custodial)	1	$ 31,000		
Total New Positions			1	31,000

Estimate 1994
Summary
Botanic Garden (continued)

Botanic Garden
Summary
(continued)

	Positions	Amount	Positions	Amount
Annual Recurring Maintenance				
Communication Services	...	$ 2,150		
General Annual Rapeirs	...	5,000		
Waste Disposal	...	1,000		
Computer Services	...	7,000		
Supplies and Meterials	...	5,850		
Total Annual Recurring Maintenance			...	21,000
Nonrecurring Items				
Cyclical Maintenance				
Renovation of the Conservatory	...	$5,000,000		
Renovation of Administrative Building	...	99,000		
Totel Cyclicel Maintenance	...	$5,099,000		
Total Nonrecurring Items			...	$ 5,099,000
Total Increases			1	5,443,000
Total Estimate for 1994			58	$10,349,000

SALARIES AND EXPENSES, BOTANIC GARDEN -- (Net Increase for 1994.....$5,443,000)

1993 Appropriation in annual act	$ 4,906,000
Deductions - Nonrecurring Items	
None	(-) .....
Base for 1994	$ 4,906,000

Increases

MANDATORY ITEMS

Within-grade promotions, wage board employees	$ 30,000
Within-grade salary advancements and other changes, GS employees	15,000
Overtime	10,000
Sunday premium pay	1,000
Wage rate increases, wage board employees, January, 1993 pay raise	20,000
Increased civilian pay act cost, January, 1993	4,000
Wage rate increases, wage board employees, January, 1994 pay raise	33,000
Increased civilian pay cost, January 1994	8,000
Contributions to retirement funds	87,000
Contributions to health benefits funds	16,000
Payment to employees' compensation fund	14,000
Locality pay	54,000
Total Increase - MANDATORY ITEMS	$ 292,000

Increases (continued)

NEW POSITIONS - REQUESTED

1 - WG-4 Laborer (Custodial)	$ 31,000
Total - 1 new position @ annual cost of	$ 31,000

1 - LABORER (CUSTODIAL) WG-4: One additional position and funds in the amount of $31,000 are requested for one WG-4 Laborer (Custodian) for the new D.C. Village Production Facility. Of this amount, it is estimated that $22,000 is for compensation and $9,000 is for employee benefits.

In order to adequately maintain the headhouse (office complex) at the new D.C. Village Production Facility, it will be necessary to employ a full time custodian. Currently, there is one custodial position responsible for cleaning all the Botanic Garden facilities. The main Botanic Garden facility, excluding production, requires over eighty percent of this employee's time, leaving minimal time for custodial services for the production facility at Poplar Point. The new production facility is nearly three times the size of the current facility. It thus will require a full time custodial laborer assigned to it for cleaning. The new facility includes four rest rooms, two of which are designated for public use, two lunch rooms, eight offices, a receptionist's area, a public programs area, storage warehouse space, and numerous maintenance shops. This position is required to meet essential custodial requirements at the new D.C. Village Production Facility.

Estimate 1994
Botanic Garden

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS

Communications Services increased from $1,600 to $3,750.................... $ 2,150

This allotment provides for communications services including local and long distance telephone service for the Botanic Garden. The increase of $2,150 is requested to bring this allotment into line with current needs, as well as anticipated communications service for the new growing facility.

General Annual Repairs increased from $40,000 to $45,000................... $ 5,000

The requested increase of $5,000 is to bring the allotment into line with price level increases. This allotment covers the cost of annual repair and maintenance of the Conservatory and Administrative Office as well as the new facility which will have 36 greenhouses, 31,000 square feet of support facilities plus outdoor growing areas, coldframes and a lath house. It also covers the motor equipment such as trucks, tractors, front-end loader and other equipment of the Garden.

Computer Services increasad from $13,000 to $20,000........................ $ 7,000

This allotment covers computer services for the DC Village Production Facility and the US Botanic Garden Wide Area Network. The computerized control system for the new growing facility provides electronic controls for essential building systems as well as accurate records for the plant growing programs. The maintenance cost for the control system is based upon the estimated installation cost of the system. The Wide Area Network maintenance contract provides technical support and maintenance for the present wide area network installed at the Botanic Garden. In addition to these support costs, minor replacement supplies and equipment are purchased out of this allotment. The total estimated cost for these needs in fiscal year 1994 is $20,000, an increase of $7,000 over the fiscal year 1993 level.

Estimate 1994
Botanic Garden

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)

Supplies and Materials increased from $148,150 to $154,000.................. $ 5,850

This allotment provides all supplies and materials for the Conservatory, the Production Facility and the Administrative Office, including electrical supplies, plumbing supplies, flower pots and tubs, gas and oil for motor vehicles and equipment, mowers, hardware, tools, and boxes, labels and signs, fertilizers, insecticides, fungicides, scalecides, medical and office supplies, paints, brushes, periodicals and books, and cleaning supplies. Materials needed to support new public programs offered by the Botanic Garden are also charged against this allotment. In addition, during fiscal year 1993, administrative reallocations were effected which transferred the costs of moss and soil, grass seed, plants, etc. from the Object Class 31 "Equipment" to this allotment to ensure conformance with standard government wide object class structures.

This 4% increase will bring the allotment into line with current and projected price level requirements.

Waste Disposal increased from $6,000 to $7,000.............................. $ 1,000

This allotment covers costs related to the removal of solid waste from the Botanic Garden facilities. For fiscal year 1994, an increase of $1,000 is requested to cover the cost of these services.

Total Increase - ANNUAL RECURRING ITEMS................................ $ 21,000

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance

Renovation of the Conservatory... $ 5,000,000

In FY 1989 $100,000 was appropriated for an architectural and engineering study of the Botanic Garden Conservatory to determine the functional integrity of the building and its systems. The consulting firm Daniel, Mann, Johnson and Mendenhall (DMJM) was engaged to conduct the study. Their final report was submitted to the Architect of the Capitol in late 1990.

The results of the testing conducted by DMJM showed extensive deterioration of the aluminum structure in the Palm House. Because of concern about the structural integrity of the Palm House superstructure, the unobligated balance from the $500,000 appropriated in fiscal year 1991 for design was approved to be reprogrammed for dismantling of the Palm House.

Funding in the amount of $2,000,000 for the complete design and construction documentation phase of the Conservatory renovation was appropriated in fiscal year 1993. This effort will provide the final design and phasing plan for the renovation work, based on the preliminary work already performed by DMJM. The final design effort will determine the most appropriate construction approach, taking into consideration safety and structural factors, the effect of long term phasing versus bundled phasing on the cost, and the availability of funds.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Renovation of the Conservatory (continued)

The total cost, in fiscal 1990 dollars, was estimated to be $23,332,000, including the design cost which has been funded, leaving an estimated construction cost of $21,332,000 to be funded. The amount requested for fiscal 1994, $7,000,000, of which $2,000,000 is left in the base from the fiscal year 1993 appropriation for design funds, is based on the three year funding plan proposed in earlier budgets. It is requested that the $7,000,000 be appropriated on a "No Year" basis, and to leave that full amount in the budget base for two additional years, also on a "No Year" basis. Thus, the presently estimated total construction cost of $21 million would be appropriated over three years.

The construction cost, which was initially determined in 1990, will be refined during the design and construction documentation phases, to take into account cost escalation to the anticipated time of issuing bidding documents for the several phases. At the same time, program modifications will be taken into account. Although every effort will be made to contain project costs within the presently estimated $21 million, the final estimate may be higher. If that is the case, then the appropriated amount will be left in the base an additional year to cover the increased cost, along with an appropriate justification to that effect.

The bulk of the amount requested for fiscal year 1994 is directly attributable to reconstructing the Palm House. Renovations to two additional areas, the Fern Grotto and the Old World Desert habitats, are also included because of their proximity. A funding request for this project has been approved by the Joint Committee on the Library.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Renovation of Administrative Building	$ 99,000

This project was requested and denied in fiscal years 1992 and 1993. This request has been reconfigured to meet the most immediate priority for renovation in the building, which is in the basement area, at a cost reduced from $225,000 to $99,000.

Asbestos removal for the basement is estimated at $15,000. Basement renovation, including wall demolition, dry wall reconstruction, vinyl flooring, and modifications of the heating, electrical and air conditioning systems is estimated at $75,000. An additional $9,000, or 10% of the aforementioned amounts, is included for contingencies.

Built in 1931 as a residence for the Director for the U.S. Botanic Garden, the Administrative Building has served as the site for the Administrative Offices for the U.S. Botanic Garden since 1934.

The building has the original windows, systems, plumbing and asbestos pipe coverings. This project will focus on renovating the basement area to make the space suitable for the expanded volunteer and educational programs being provided at the USBG. At present, unsuitable space is being used to accommodate these needs. The ravised scope and cost reflects the USBG's commitment to providing cost effective services to the Congress, its staff, and the public.

Estimate 1994
Botanic Garden

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Renovation of Administrative Building (continued)

These funds are requested on a "No Year" basis because the work will take more than one year to complete.

Total Increase - Cyclical Maintenance	$ 5,099,000	
Total Increase - NONRECURRING ITEMS	$ 5,099,000	
TOTAL INCREASES		$ 5,443,000
Total Estimate for 1994		$10,349,000

Estimate 1994
Botanic Garden

Objectives

This appropriation provides for the care and upkeep of the Conservatory, gardens and grounds, including the New Production Facility at D.C. Village.

The purpose of the U.S. Botanic Garden is to collect, cultivate and grow the various plant material of this and other countries for exhibition and display to the public, and for use by interested students, scientists, and garden clubs. The main location, at First Street and Maryland Avenue, S.W. has a Conservatory, Frederic Auguste Bartholdi Park, and an administrative office building. The Conservatory contains collections of plants from various parts of the world, and features both seasonal horticultural displays and educational botanical and ecological exhibits. The new D.C. Village Nursery will grow all plants to be exhibited in the Conservatory, in the garden areas, and for use throughout the Capitol Complex. This facility will contain 36 greenhouses, 31,000 square feet of support facilities, coldframes, and outdoor growing fields.

The Architect of the Capitol has been serving as Acting Director since July 3, 1934, under the direction of the Joint Committee on the Library.

A regular force of 58 employees is requested for 1994, for carrying on the work of the Garden, as follows:

6	Horticultural workers at the Conservatory.
25	Horticultural workers and operating engineers for the 36 greenhouses at D.C. Village.
5	Horticultural workers for the outside grounds.
6	Mechanics (1 carpenter, 1 painter, 1 glazier, 1 electrician, 1 maintenance foreman, 1 maintenance assistant foreman).
1	Laborer for general cleaning.
3	Operating engineers in the Conservatory.
11	Supervisory and clerical (1 executive director, 1 assistant executive director, 1 office manager, 1 botanist, 1 public programs aide, 1 clerk, 2 facility managers, 1 storekeeper, 1 office assistant, 1 personnel actions clerk).
1	One new custodial laborer position requested for fiscal year 1994.

Estimate 1994
Botanic Garden

ITEMS UNDER WHICH NO CHANGES OCCUR

Travel	$ 150
Transportation of Things	50
Penalty Mail	2,300
Annual Propane Gas	750
Miscellaneous Improvements	20,000
Training	7,000
Miscellaneous Equipment	22,000
Equip New Growing Facility at D.C. Village	100,000
Land and Structures	9,000

Schedule A

ARCHITECT OF THE CAPITOL
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	FY 92* ACTUAL		FY 93 ESTIMATE		FY 94 ESTIMATE		NET CHANGE 93/94	
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Activity:								
Botanic Garden	57	2,918	57	4,906	58	10,349	1	5,443
Total	57	2,918	57	4,906	58	10,349	1	5,443
2. Breakdown by Object Class:								
11 Personnel Compensation		1,844		2,053		2,232		179
12 Personnel Benefits		436		489		633		144
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications and Utilities		9		5		7		2
24 Printing and Reproduction								
25 Other Services		201		2,086		7,198		5,112
26 Supplies and Materials		71		148		154		6
31 Equipment		352		122		122		0
32 Land and Structures		5		3		3		
42 Insurance Claims and Indemnities								
Total		2,918		4,906		10,349		5,443

* Includes Obligations from Prior Year "No Year" Authority.

Schedule B

ARCHITECT OF THE CAPITOL
ANALYSIS OF CHANGE TO BUDGET BASE
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.			
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Activity:												
Botanic Garden		292		21			1	31		5,099	1	5,443
Total		292		21			1	31		5,099	1	5,443
2. Breakdown by Object Class:												
11 Personnel Compensation		157					1	22			1	179
12 Personnel Benefits		135						9				144
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities				2								2
24 Printing and Reproduction												
25 Other Services				13						5,099		5,112
26 Supplies and Materials				6								6
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		292		21			1	31		5,099	1	5,443

11.14

Schedule C

ARCHITECT OF THE CAPITOL
Botanic Garden
Detailed Analysis of Change by Appropriation

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1993	57	4,906
Minus: Nonrecurring costs		...
Budget Base, 1994	57	4,906

	1994 Request	
I. Adjustments to Base	Staff	Amount ($000)
A. Mandatory Pay and Related Costs	...	292
1. Within-grade increases and Other Changes		45
2. Overtime and Sunday Premium Pay		11
3. Annualization of January 1993 Pay Raise		24
4. January 1994 Pay Raise		41
5. Contribution to Retirement Funds		87
6. Contribution to Health Benefits Funds		16
7. Payment to Workers Compensation Fund		14
8. Locality pay		54
B. Price Level Changes	...	21
1. Communications services		2
2. General annual repairs		5
3. Waste disposal		1
4. Supplies and Materials		6
5. Computer services		7
C. Program Type Changes		
1. Legislation	...	...
2. Workload	1	31
a. Additional staff	1	31

Schedule C (continued)

ARCHITECT OF THE CAPITOL
Botanic Garden
Detailed Analysis of Change by Appropriation
(continued)

	1994 Request	
	Staff	Amount ($000)
I. Adjustments to Base (continued)		
3. Equipment, Alterations, Maintenance,	...	5,099
a. Renovation of the Conservatory		5,000
b. Renovation of Administrative Building		99
II. Net Increase/Decrease Requested	1	5,443
III. Total Appropriation Request, 1994	58	10,349

11.16

Schedule P

ARCHITECT OF THE CAPITOL
Botanic Garden
Detailed Analysis of Priority by Appropriation

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1993	57	4,906
Minus: Nonrecurring costs		...
Budget Base, 1994	57	4,906
	1994 Request	
I. Adjustments to Base	Staff	Amount ($000)
— NONDISCRETIONARY	...	292
- Mandatory Pay and Related Costs		292
— CRITICAL	...	5,021
- Renovation of the Conservatory		5,000
- Annual Recurring Items		21
— HIGHLY DESIRABLE	...	99
Renovation of Administrative Building		99
— DESIRABLE	1	31
Additional staff	1	31
II. Net Increase/Decrease Requested	1	5,443
III. Total Appropriation Request, 1994	58	10,349

11.17

BOTANIC GARDEN
Salaries and Expenses

Program and Financing (in thousands of dollars)

Identification code 09–0200–0–1–801		1992 actual	1993 est.	1994 est.
	Program by activities:			
10.00	Total obligations	2,918	4,624	9,849
	Financing:			
21.40	Unobligated balance available, start of year	–305	–218	–500
24.40	Unobligated balance available, end of year	218	500	1,000
25.00	Unobligated balance lapsing	31		
40.00	**Budget authority (appropriation)**	**2,862**	**4,906**	**10,349**
	Relation of obligations to outlays:			
71.00	Total obligations	2,918	4,624	9,849
72.40	Obligated balance, start of year	1,111	907	610
74.40	Obligated balance, end of year	–907	–610	–1,682
77.00	Adjustments in expired accounts	–4		
90.00	Outlays	3,118	4,921	8,777

NOTE.—Of the total amount requested for fiscal year 1994, $7,000,000 is for major renovations of the Botanic Garden conservatory.

Object Classification (in thousands of dollars)

Identification code 09–0200–0–1–801		1992 actual	1993 est.	1994 est.
	Personnel compensation:			
11.1	Full-time permanent	1,565	1,743	1,898
11.3	Other than full-time permanent	3	10	10
11.5	Other personnel compensation	276	300	324
11.9	Total personnel compensation	1,844	2,053	2,232
12.1	Civilian personnel benefits	436	489	633
23.2	Rental payments to others	9	4	7
25.2	Other services	201	1,805	6,698
26.0	Supplies and materials	71	148	154
31.0	Equipment	352	122	122
32.0	Land and structures	5	3	3
99.9	Total obligations	2,918	4,624	9,849

Personnel Summary

	1992 actual	1993 est.	1994 est.
Total compensable workyears:			
Full-time equivalent employment	53	56	58
Full-time equivalent of overtime and holiday hours	5	6	6

[Clerk's note.—The Program and Finance and Object Class tables reflect the budget justifications as submitted to the Subcommittee. Please check Appendix to the President's FY94 Budget for any changes that may be made subsequent to the January 1993 submission to the Subcommittee.]

BOTANIC GARDEN
Gifts and Donations

09-8292-0-7-801	1992 actual	1993 est.	1994 est.
Program by activities:			
10.00 Total obligations (object class 25.0)		500	4,250
21.40 Unobligated balance available, start of year			−5,500
Financing:			
24.40 Unobligated balance available, end of year		5,500	3,250
39.00 **Budget authority**		6,000	2,000
Budget authority:			
60.05 **Budget authority (appropriation) (indefinite)**		6,000	2,000
Relation of obligations to outlays:			
71.00 Total obligations		500	4,250
72.40 Obligated balance, start of year			
74.40 Obligated balance, end of year			−1,700
90.00 Outlays		500	2,550

[Clerk's note.—The Program and Finance and Object Class tables reflect the budget justifications as submitted to the Subcommittee. Please check Appendix to the President's FY94 Budget for any changes that may be made subsequent to the January 1993 submission to the Subcommittee.]

Pursuant to 40 U.S.C. 216c, as amended, the Architect of the Capitol, subject to the direction of the Joint Committee on the Library, is authorized to construct a National Garden and to solicit and accept certain gifts on behalf of the United States Botanic Garden for the purpose of constructing the National Garden or for the general benefit of the Botanic Garden and for renovation of the Botanic Garden conservatory, to deposit such gift funds in the Treasury of the United States and, subject to approval in appropriations Acts, to obligate and expend such sums.

LIBRARY OF CONGRESS
Justification of Estimates

LIBRARY OF CONGRESS

JUSTIFICATION OF ESTIMATES

Fiscal Year 1994

December 1992

LIBRARY OF CONGRESS

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LIBRARY OF CONGRESS FISCAL 1994 BUDGET REQUEST

INTRODUCTORY STATEMENT BY THE LIBRARIAN OF CONGRESS

The Library of Congress budget request for fiscal year 1994 totals $364.4 million (including $24.4 million in authority to use receipts), an increase of nine percent over fiscal 1993. The budget objectives flow from the Library's stated mission and values (see enclosure 1) and the Library's new strategic plan which provides the structured basis for implementing budget priorities. The plan is designed to achieve our vision of the Library in the Year 2000--a national library serving all Americans through modern technology.

The Library is downsizing most programs during fiscal 1993, including continuing a hiring freeze (with limited exceptions), reducing low-use reading room hours, and reducing police services. These and other actions are required because the Library must absorb most fiscal 1993 mandatory pay and price level increases. The Library will continue to implement efficiencies and economies wherever possible. A budget base review this year has revealed no deep pockets, but the Library has instituted a further library-wide review by the Inspector General to seek out possible added economies.

To maintain the current level of services, the Library needs to increase its budget in fiscal 1994, primarily to fund mandatory increases. Recognizing the overall budgetary constraints for the legislative branch bill, our requested increase is limited again this year to under 10 percent and covers only those amounts necessary to maintain high quality research and reference services to the Congress and the American people, to continue arrearage reduction and the provision of cataloging services to the nation, to address essential collections security requirements, and to make imperative improvements in the Library's human resources and financial management infrastructure.

Overview of Library Services

The Library of Congress maintains a collection of approximately 100 million items -- many of them unique and irreplaceable -- in over 450 languages. In addition to using this massive information resource -- the greatest repository of knowledge in the history of the world -- for service to Congress, the Library also serves the courts, state and Federal agencies, libraries, elementary and secondary schools, colleges, research institutions, and businesses to help spur creativity and productivity throughout the nation. Major Library of Congress services include:

- **Congressional Services** - provides impartial analytical research and information to the Congress on public policy issues -- answering *more than 500,000 Congressional requests a year.* The five areas of most intense support during fiscal 1992 were health insurance; trade; defense policy; Soviet transformation and implications for the United States; and banks, thrift institutions and financial stability.

- **Cataloging Services** - provides bibliographic records and related products to libraries and bibliographic utilities in all 50 states and territories -- cataloging that would cost America's libraries in excess of ***$360 million annually***, if they had to do the work themselves.

- **Research and Reference Services** - makes available to scholars and other researchers vast information resources, many of which are unique, covering almost all formats, subjects, and languages -- serving *over 800,000 readers* and responding to nearly *1.4 million information requests* a year from all over the nation. Also provides on-line access to automated information files containing more than 30 million records for Congressional offices, state libraries, and libraries who are cooperative cataloging partners throughout the nation, and provides *more than 36,000 free interlibrary loans* annually to every state in the nation.

- **Copyright Services** - administers U.S. copyright laws and actively promotes international protection for intellectual property created by U.S. citizens -- *processing more than 650,000 claims* for copyright registration and *400,000 requests* for information annually.

- **Blind and Physically Handicapped Services** - manages a free national reading program for 750,000 blind and physically handicapped people -- circulating at no cost to users *more than 21 million items a year*: discs, cassettes, and braille through 147 regional and subregional libraries and multistate centers.

- **Reading Promotion and Educational Services** - promotes books, reading, and literacy through the Library's Center for the Book and its *26 state affiliates* and other Library educational outreach programs (e.g., cable TV programs, traveling exhibitions, teacher's institutes, conferences and symposia, electronic information dissemination, etc.) and gives surplus books and serials to libraries through a nation-wide donation program.

- **American Folklife Services** - manages the nation's most important archival collection of folk music and folklore covering a wide range of ethnic and geographic communities, provides reference assistance to researchers and the general public, conducts field research, provides consultative services, and promotes the preservation of folk culture throughout the U.S.

- **Federal Library Services** - coordinates Federal library programs for nearly *1,300 participating institutions* -- providing education and training programs and administering a cost effective book, serial, and database procurement program amounting to more than $50 million in reimbursements annually.

Major Accomplishments During Fiscal 1992

- **Arrearage Reduction** - In accordance with the Library's comprehensive arrearage plan, 5.7 million items were added to the bibliographic record in fiscal 1992. The Library remains on track toward meeting its goal of reducing arrearages by 11.3 million items during a three year pilot period ending in 1993 (see enclosure 2). Numerous innovations in cataloging and other processing operations have yielded substantial gains in productivity and timeliness. The Cataloging Directorate recorded a banner year in production, increasing the number of titles cataloged over the previous year by 13 percent to 267,000. The Library will continue to develop and test promising new approaches to cataloging and arrearage reduction. The newly reorganized whole book cataloging teams are processing library materials more rapidly and encouraging new forms of innovation and cooperation that will improve productivity.

- **Collections Security** - The Library took a number of important steps during fiscal 1992 to enhance the security of its collections. This is part of a multi-year effort to address the Library's vulnerabilities to vandalism and theft. Initial activities this year included reducing the number of individuals, both staff and public, with access to collections storage areas; installing an electronic book theft detection system at all pedestrian exits; beginning to install anti-theft devices in high-risk volumes; and improving control over collections delivery points. These activities and others are included in the comprehensive Plan for Enhancing Collections Security adopted by the Library.

- **Improved Copyright Services** - The Copyright Office cataloged 675,000 copyright registrations reducing by 33 percent the number on hand from 156,000 items to 106,000 by the end of the fiscal year. Cataloging operations were further integrated by making on-line copyright records available for use in creating bibliographic entries. Through the International Copyright Institute, the Library trained *138 foreign copyright experts from 62 developing countries* in an effort to promote stronger protection of America's copyright exports.

- **Important New Acquisitions** - The Library receives millions of pieces for the collections each year, from copyright deposits, purchases, and gifts and exchanges. Notable acquisitions during fiscal 1992 include: the great Charles Mingus Jazz Collection; 18 letters written by the inventor Samuel F. B. Morse; the personal papers of the celebrated composer Irving Berlin; the Theodore R. Miller Map Collection consisting of 60 original maps documenting the history of the Americas; a collection of 400 Mark Twain books and manuscripts including first editions, letters, etc.; and the Robert Altshuler Collection comprising some 500,000 78-rpm phonodiscs and related books, magazines, and files relating to recorded American popular music.

- **Blind and Physically Handicapped Program** - The National Library Service union catalog, serving over 750,000 people, increased from nearly 140,000 records to more than 150,000 records representing more than 7.8 million copies of books in braille and on tape. Major production statistics for fiscal 1992 include: braille books (a total of 48,200 volumes in 24,600 copies representing 334 titles); braille magazines (a total of 12,400 copies per magazine for a total 337,000 copies of 27 magazines); audio cassette books (a total of 2,623,000 copies of 110 titles); and audio magazines (a total of 235,400 copies per magazine for a total of 3,800,000 copies of 44 magazines).

- **Financial Management Improvement Project** - The Library completed and forwarded to both appropriations committees two major reports that set forth the requirements for an integrated financial management system and a plan for implementation. The reports are responsive to committee direction and to recommendations of the General Accounting Office to upgrade Library financial services. The fiscal 1994 budget request includes funding for acquiring and implementing a new financial management system.

- **Taking Automation to the Nation** - The Library continued to improve access to its collections by increasing the speed at which data can be sent and received over the Internet network, enhancing the popular ACCESS system to include complete integration of the subject headings file, and initiating a multi-year effort to install fiber-based wiring in the Library's largest Capitol Hill building. This is essential for modern communication. The Library also began the installation of bibliographic workstations that will improve cataloger productivity by replacing outdated, inefficient "dumb" terminals with intelligent computers. For the first time anywhere, the Library offered direct electronic on-line access to the contents of an exhibit to users all over America, who used and commented on significant portions of 31 formerly secret documents, with translations and commentary, from the Russian Archives.

- **National Demonstration Laboratory** - In March, Senators Gore and Pell opened the National Demonstration Laboratory (NDL) for Interactive Information Technologies. With its multi-million dollar inventory and operations funded by private sector contributions, the NDL is helping the Library explore new methods and techniques for sharing the collections through electronic means.

- **Moving Treasures to the People** - The Library's spectacular collections were shared with a broad public audience through major interpretive programs featuring exhibitions, scholarly programs, and distribution of resource materials marking the Columbus Quincentenary, praising the great German musicians, and honoring the founder of Black History Month, Afro-American historian Carter G. Woodson. The Global Library project, built around the theme of the Library of Congress as "Liberty's Library," produced 12 one-hour shows and televised them to approximately 13 million cable households. The publishing program completed and distributed more than 25 books, catalogs, resource guides, and other major items such as: Volume 19 of Letters to Delegates of Congress, 1774-1789 and Visions of a Collector on the Library's great Rosenwald rare-book collection.

- **Contributions to Education** - The Library held briefings for teachers and librarians, produced and distributed multiple copies of classroom reference and resource materials, and conducted interpretive tours for school groups on the subjects of geography and history, including the social and cultural impact of the European encounter with the Americas during the Columbian exploration period. In cooperation with Project Head Start personnel, Center for the Book staff conducted workshops and identified resources to assist librarians and volunteers to promote and foster literacy skills among Head Start participants; and enlisted more than 100 educational and civic organizations in its "Explore New Worlds--READ" national reading promotion campaign.

- **Preservation Improvements** - The Library of Congress increased public awareness of the need to preserve our Nation's endangered film heritage by securing reauthorization of the National Film Preservation Act; worked with the Government Printing Office and the National Archives and Records Administration in promoting the use of alkaline paper as mandated by P.L. 101-423; and designed a multi-year plan to complete the development of an acceptable mass deacidification process.

- **Support for Emerging Parliamentary Institutions** - In the second year of providing extensive support for this congressional initiative, a program of assistance to the former communist countries of Estonia, Latvia, and Lithuania was undertaken to complement the ongoing support for Bulgaria, the Czech and Slovak Federal Republic, Hungary, and Poland. The Congressional Research Service has coordinated the Library's substantial deliveries of equipment, library resources, and technical assistance and continues to maintain contact with and encourage coordination among other organizations offering assistance to these developing parliaments.

- **Japan Documentation Center** - A Japan Documentation Center was established to facilitate access to Japanese literature not currently available in the United States, including technical reports, conference proceedings, policy papers, draft legislation, Ministry studies, and studies by Japanese "think tanks." Made possible through a grant from the Center for Global Partnership, an entity established by the Japan Foundation and funded by the Japanese Diet, the center will acquire and disseminate these difficult to obtain materials to the Congress, to the Federal government, and to the business, research, and scholarly communities.

- **Child Development Center** - Detailed plans were completed during fiscal 1992 for operating, equipping, administering, and staffing a child development center with a projected opening date of mid 1993. The Library of Congress Child Care Association (LCCCA) trained a 15 member board consisting of a talented and diverse group of Library employees from labor and management with expertise in education, human resources, financial management, marketing and fund raising, and scholarship administration. The board completed the personnel manual, the parent handbook, criteria for scholarships, admission procedures, and a budget.

- **New Legislation** - Congress enacted two authorizing statutes that enhanced the Library's ability to promote and share its vast collections with the Nation. P.L. 102-246, signed February 18, 1992, increases membership on the Library of Congress Trust Fund Board from 5 to 13. The new members will assist in raising and investing private funds needed to support activities not funded by Congress. P.L. 102-451, signed October 23, 1992, authorized the Library to use the Special Facilities Center located at Sixth and East Capitol Streets for external training and for temporary lodging for visiting scholars.

Overview of Fiscal 1994 Budget Request

The Library's fiscal 1994 request represents an increase of $30 million (including $.2 million in new receipts), 71 percent of which ($21.4 million) is required to meet mandatory cost changes in personnel compensation and benefits and unavoidable price-level changes in costs for existing levels of service. Included in the mandatory costs is an estimated 2.9 percent locality pay adjustment ($5.2 million) that is scheduled to take effect in January 1994. Other major elements of the requested increase include:

- $2 million (6.7 percent of increase) for **collections security**. In view of the growing evidence of mutilation of the collections and after a number of persons were arrested and convicted for theft and mutilation of books and other materials, the Library developed a comprehensive, multifaceted plan for enhancing the security of its collections. The funds requested are essential to maintain heightened levels of protection for the collections and to continue implementation of the security plan. Major elements of this funding include $878,000 to support book service and charging activities in a closed-stack environment, $258,000 for adding anti-theft detection devices to high risk volumes, $174,000 to implement a comprehensive reader registration program, and $202,000 to obtain and operate surveillance cameras in the Law Library and special collections reading rooms.

- $1.7 million (5.7 percent of increase) to **implement an integrated financial management system.** As recommended by the General Accounting Office, the Library is requesting funds to implement an integrated financial management system. A new system will improve accountability to the Congress and support for the appropriations process as well as enhance staff productivity, eliminate paperwork, and minimize the need to rekey data. These funds are essential to permit the preparation of financial reports that will comply with generally accepted accounting standards and help the Library make new economies through cost benefit analysis.

- $1.1 million (3.7 percent of increase) to improve **Human Resources**. - The United States District Court for the District of Columbia concluded in its August 14, 1992, Memorandum of Opinion that the Library's system for competitively selecting employees for hiring or promotion opportunities during the period 1979 to 1988 was so subjective as to lend itself to discriminatory effects. Additional resources are requested to make sure that all vestiges of these past practices are removed and to improve all three stages of the competitive selection process -- posted qualification stage, rating panel stage, and interview stage -- as well as to improve the affirmative action program and basic personnel operations.

- $1.1 million (3.7 percent of increase) for **preservation of Library materials**. Resources are required to purchase phased conservation supplies for collections processed by the arrearage reduction project, to enhance the preservation filming program, and to acquire microform versions of newsprint and other fragile materials. This will ensure that the Library's vast and often irreplaceable collections are stored in the proper manner and converted to the proper medium so that they will benefit future generations.

- $.9 million (3 percent of increase) to maintain **collections storage space**. The fiscal 1993 budget provided funds to acquire and outfit off-Capitol Hill collections storage space. The Library requests funds this year to establish a permanent base for continued rental of this space and to hire staff to transfer collections to and from this remote facility.

- $.5 million (1.7 percent of increase) for **ergonomic furniture and equipment**. To improve the working conditions for staff members who spend at least 50 percent of their time at computer terminals and to prevent health complaints associated with prolonged and repetitive use of computer terminals, the Library requests funds to speed up the phased acquisition of appropriate furniture and equipment.

- $.5 million (1.7 percent of increase) to **maintain reading room hours**. The Library plans to reduce low-use reading room hours during fiscal 1993 to concentrate our limited staff time on retrieving and serving materials in a secure atmosphere, giving readers useful and effective access to the collections. The additional funds will maintain the revised schedule for reference services while honoring other key current priorities of arrearage reduction, safeguarding the collections, and improving human resources.

- $.5 million (1.7 percent of increase) for **PREMARC enhancement**. Bibliographic records on the PREMARC file (records that are Pre-Machine Readable Cataloging) are incomplete and of limited utility. The Library estimates that recent technological advances will permit these records to be updated at relatively low cost.

- $.5 million (1.7 percent of increase) for **serials holdings conversion**. One of the critical steps in implementing an automated serials management system is to convert the current manual check-in files to machine readable form. The funds requested will permit these manual records to be processed by optical scanning equipment.

All of these requests support the Library's mission of actively supplying the Congress and the American people with needed knowledge and information. Providing nationwide access to the Library's unique range of materials and its subject expertise represented in a multi-cultural and multi-lingual staff can enhance both our educational system at home and our ability to prosper in a harshly competitive world economy.

I am pleased to report that the Library is able to continue catalog card service for most of its customers. We had planned to discontinue this service completely with the fiscal 1994 budget, but we have been able to cut costs and now plan to continue the service for cards produced from the automated database. Cards produced from manual records constitute only about 12 percent of total sales.

As you can see from this overview, we have limited our request to those amounts necessary to maintain services to the Congress and the nation and to address fundamental infrastructure requirements, many of which have been long deferred -- collections security, human resources management, financial management, and preservation of materials. In effect, this is a stay even budget request that will enable us to continue to make unique contributions -- that only this Library can make -- to the Congress and the American people.

James H. Billington

Library of Congress
Mission Statement and Values

MISSION

The Library's mission is to sustain, to celebrate, and to preserve for future generations a universal collection of knowledge and creativity. It seeks to serve and inspire a free people by:

- Making the Library's resources available and useful to the Congress of the United States in ever more efficient ways;
- Assembling, organizing, and making a universal collection of human knowledge and expression increasingly accessible and useful to the American people and their libraries; and
- Encouraging and celebrating free intellectual creativity by all people in all subjects.

VALUES

Underlying the operation of any organization are institutional values that define its culture and shape its actions. The seven values of the Library of Congress are:

- **Service:** The Library provides the best service feasible to its constituents and to the persons and organizations that comprise the Library itself.

- **Quality:** The Library provides the best quality feasible in every aspect of its activities, no matter how large or how small.

- **Effectiveness:** All Library activities are designed to accomplish its mission. Optimal results are achieved through efficient use of resources.

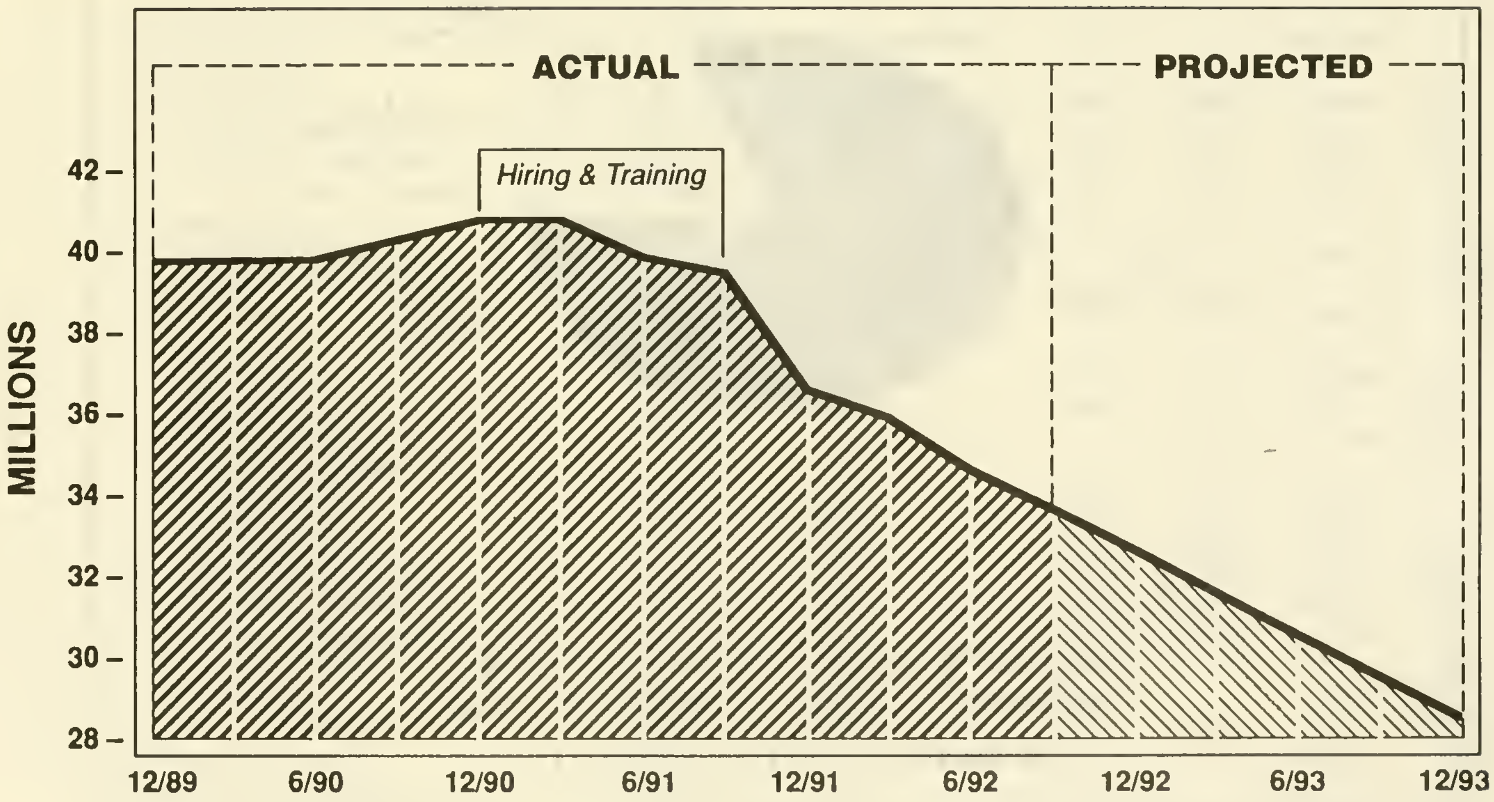
- **Innovation:** The Library constantly seeks, tests, and employs new and creative methods of improving its services and the use of its resources.

- **Fairness:** The Library is fair in its treatment of staff and users, and it respects all persons and takes measures to ensure equal treatment and opportunity in all of its activities.

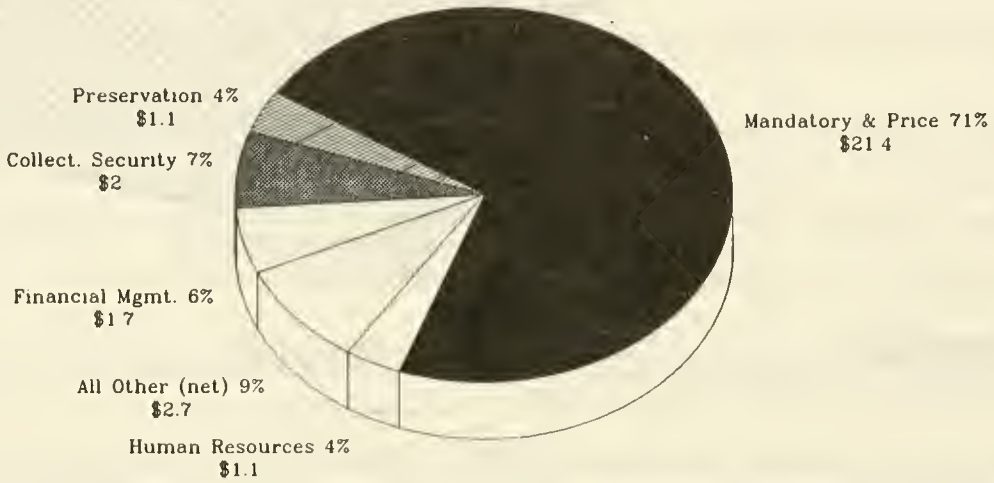
- **Participation:** The Library encourages and supports widespread staff participation in the planning, implementation, and ongoing evaluation and improvement of its programs and activities.

- **Staff Development:** The Library ensures that it has the human resources appropriate to conduct its programs by encouraging and supporting staff excellence, and it takes measures to promote and foster superior performance, leadership development, individual growth, job satisfaction, and opportunities for career development.

THE LIBRARY OF CONGRESS
ARREARAGE REDUCTION PILOT PROGRAM



Library of Congress
Fiscal 1994 Budget Request
Total Increase – $30 Million



LIBRARY OF CONGRESS

TABLE I

Comparative Summary of Appropriations and Appropriation Estimates

1.

Appropriation	Fiscal 1993 Budget	Fiscal 1994 Estimate	1994 Increases				Percent Increase
			Mandatory	Price Level	Growing Workload	Total	
Salaries and Expenses, Library of Congress							
Mandatory Items	$0	$10,043,146	$10,043,146	$0	$0	$10,043,146	
Collections Services:							
Purchase of Books	7,669,000	8,627,000		458,000	500,000	958,000	12.49%
Preparation of Books	59,378,595	61,259,189		437,400	1,443,194	1,880,594	3.17%
Preservation of Library Materials	10,391,032	11,688,019		215,300	1,081,687	1,296,987	12.48%
Public Service/Collection Management I	16,318,134	16,702,879		21,600	363,145	384,745	2.36%
Constituent Services:							
Constituent Services	18,826,666	21,275,181		13,700	2,434,815	2,448,515	13.01%
Cataloging Distribution Service	11,075,997	11,075,997				0	0.00%
Law Library	5,209,949	5,495,219		7,800	277,470	285,270	5.48%
Cultural Affairs:							
Cultural Affairs	4,245,087	4,505,387		35,300	225,000	260,300	6.13%
American Folklife Center	1,106,900	1,182,511	68,411	7,200		75,611	6.83%
Columbus Quincentenary Program	206,500	0			(206,500)	(206,500)	-100.00%
Management Support Services:							
Office of the Librarian	8,345,796	8,563,504		34,270	183,438	217,708	2.61%
Human Resources Services	6,300,049	7,418,739		34,000	1,084,690	1,118,690	17.76%
Integrated Support Services	18,820,618	19,754,505		175,500	758,387	933,887	4.96%
Building Rental - Off Capitol Hill	5,691,100	3,025,500		520,400	(3,186,000)	(2,665,600)	-46.84%
LC Special Facilities Center	160,294	341,971	22,883	6,900	151,894	181,677	113.34%
Automation - Information Technology	26,705,504	28,413,204		179,700	1,528,000	1,707,700	6.39%
Automation - Optical Disk	829,500	847,500		18,000		18,000	2.17%
Special Projects	1,657,092	1,663,792		6,700		6,700	0.40%
Science and Technology Information	225,187	486,757			261,570	261,570	116.16%
Total, S & E, LC, Budget	$203,163,000	$222,370,000	$10,134,440	$2,171,770	$6,900,790	$19,207,000	9.45%
CDS Offsetting Collections	(7,500,000)	(7,500,000)				0	0.00%
Total, S & E, LC, Appropriation	$195,663,000	$214,870,000	$10,134,440	$2,171,770	$6,900,790	$19,207,000	9.82%

1.

LIBRARY OF CONGRESS

TABLE I

Comparative Summary of Appropriations and Appropriation Estimates

2.

Appropriation	Fiscal 1993 Budget	Fiscal 1994 Estimate	1994 Increases				Percent Increase
			Mandatory	Price Level	Growing Workload	Total	
Salaries and Expenses, Copyright Office	$26,228,000	$27,771,000	$1,354,600	$60,000	$128,400	$1,543,000	5.88%
COP Offsetting Collections	(14,500,000)	(14,500,000)				0	0.00%
Licensing Collections	(2,217,000)	(2,385,000)	(114,600)	(16,000)	(37,400)	(168,000)	7.58%
Total, S&E, Copyright Appropriation	$9,511,000	$10,886,000	$1,240,000	$44,000	$91,000	$1,375,000	14.46%
Salaries and Expenses, Books for the Blind and Physically Handicapped	$43,144,000	$46,646,000	$364,300	$2,877,700	$260,000	$3,502,000	8.12%
Total, Furniture and Furnishings	$4,490,000	$5,623,000		($96,900)	$1,229,900	$1,133,000	25.23%
Total, Title II Budget	$277,025,000	$302,410,000	$11,853,340	$5,012,570	$8,519,090	$25,385,000	9.16%
Offsetting Collections	(24,217,000)	(24,385,000)	(114,600)	(16,000)	(37,400)	(168,000)	0.69%
Total, Title II	$252,808,000	$278,025,000	$11,738,740	$4,996,570	$8,481,690	$25,217,000	9.97%
Salaries and Expenses, Congressional Research Service - Title I	$57,291,000	$61,942,000	$4,185,254	$344,000	$121,746	$4,651,000	8.12%
TOTAL BUDGET	$334,316,000	$364,352,000	$16,038,594	$5,356,570	$8,640,836	$30,036,000	8.98%
Offsetting Collections	(24,217,000)	(24,385,000)	(114,600)	(16,000)	(37,400)	($168,000)	0.69%
TOTAL APPROPRIATIONS	$310,099,000	$339,967,000	$15,923,994	$5,340,570	$8,603,436	$29,868,000	9.63%

LIBRARY OF CONGRESS

TABLE II

Summary of Authorized Positions

	Fiscal Year 1993						Fiscal Year 1994						1994 Increases/Decreases					
Appropriation	· Budget	Indef	S&T	Sub-Total	AWF	Total	Budget	Indef	S&T	Sub-Total	AWF	Total	Budget	Indef	S&T	Sub-Total	AWF	Total
Salaries and Expenses, LC:																		
Collections Services:																		
Purchase of Books	0			0		0	0			0		0						
Preparation of Books	1,186	(160)		1,346		1,346	1,189	(160)		1,349		1,349	3			3		3
Preservation of Library Materials	122	(2)		124		124	122	(2)		124		124						
Public Service/Coll Mgmt I	350	(6)	(2)	358		358	359	(6)	(2)	367		367	9			9		9
Constituent Services:																		
Constituent Services	438	(25)	(38)	501		501	502	(25)	(38)	565		565	64			64		64
Cataloging Distribution Service	132	(5)		137		137	132	(5)		137		137						
Law Library	99	(1)		100		100	107	(1)		108		108	8			8		8
Cultural Affairs:																		
Basic	56			56	(1)	57	56			56	(1)	57						
American Folklife Center	16		(10)	26		26	16		(10)	26		26						
Columbus Quincentenary Program	0			0		0	0			0		0						
Management Support Services:																		
Office of the Librarian	106			106	(8)	114	109			109	(8)	117	3			3		3
Human Resources Services	101	(3)		106	(4)	110	110	(5)		115	(4)	119	9			9		9
Integrated Support Services	375			375	(7)	382	378		(1)	379	(7)	386	3		(1)	4		4
Building Rental-Off Capitol Hill	0			0		0	0			0		0						
LC Special Facilities Center	1			1		1	1			1		1						
Automation	204	(6)		210	(6)	216	204	(6)		210	(6)	216						
Special Projects	25			25		25	25			25		25						
Science & Technology Information	3			3		3	5			5		5	2			2		2
Total, S & E, LC	3,214	(210)	(50)	3,474	(26)	3,500	3,315	(210)	(51)	3,576	(26)	3,602	101		(1)	102		102
S & E, Copyright Office	556			556		556	556			556		556						
S & E, BBPH	119	(18)	(5)	142		142	119	(18)	(5)	142		142						
Total, Title II	3,889	(228)	(55)	4,172	(26)	4,198	3,990	(228)	(56)	4,274	(26)	4,300	101		(1)	102		102
S & E, CRS (Title I)	835		(36)	871		871	839		(36)	875		875	4			4		4
TOTAL	4,724	(228)	(91)	5,043	(26)	5,069	4,829	(228)	(92)	5,149	(26)	5,175	105		(1)	106		106

Schedule D

Library of Congress
Summary of Agency Request
Fiscal Year 1994 Budget Request
($000)

	Posi-tions	Amount
Appropriation, 1993	4,724	$334,316
Budget Base, 1993	4,724	$334,316
Proposed Changes for Fiscal Year 1994:		
Mandatory Pay and Related Costs		$ 16,038
Price Level Changes		5,961
Program Type Changes:		
Underfinanced Positions	[37]	1,352
Other	105	11,035
Decreases		-4,350
Total Proposed Changes	105	$ 30,036
Budget Request, 1994	4,829	$364,352

Schedule B

Library of Congress
Summary
Analysis of Change
By Organization and By Object Class
FY 1994
($000)

Categories	Mandatory Changes		Price Level Changes		PROGRAM CHANGES						Net Change	
					Staff Level Increases		Other Increases		Program Decreases			
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
1. Breakdown by Organization:												
Salaries and Expenses, LC	—	$10,134	---	$2,172	101	$4,537	---	$6,010	---	($3,646)	101	$ + 19,207
Copyright Office	---	1,355	---	60	---	---	---	226	---	(100)	—	+ 1,543
Congressional Research Service	—	4,185	---	344	4	122	---	---	---	---	4	+ 4,651
Books for the Blind & Physically Handicapped	---	364	---	2,676	---	—	---	260	---	—	—	+ 3,502
Furniture and Furnishings	---	---	---	507	---	—	---	1,230	---	(604)	—	+ 1,133
Total	—	$16,038	---	$5,961	---	$4,659	—	$7,726	---	($4,350)	—	$ + 30,036
2. Breakdown by Object Class:												
11 Personnel Compensation		$13,419		—		$3,652		---		($65)		$ + 17,006
12 Personnel Benefits		2,602		---		1,007		100		(16)		+ 3,693
13 Benefits for Former Personnal		17		---		---		---		---		+ 17
21 Travel		---		104		---		14		(102)		+ 16
22 Transportation of Things		---		15		---		---		---		+ 15
23 Rent, Communications & Utilities		---		666		---		87		(3,403)		- (2,650)
24 Printing and Reproduction		---		162		---		329		(56)		+ 435
25 Other Services		---		929		---		3,501		(104)		+ 4,328
26 Supplies and Materials		---		169		---		1,180		---		+ 1,369
31 Equipment		---		3,696		---		2,517		(604)		+ 5,809
42 Insurance Claims and Indemnities		---		---		---		---		---		---
Total		$16,038		$5,961		$4,659		$7,728		($4,350)		$ + 30,036

Schedule C

Library of Congress
Summary
Detailed Analysis of Changes
FY 1994
($000)

	Calculation of Base	
	Staff	Amount
Appropriation, 1993	4,724	$334,316
Budget Base, 1993		334,316
	1994 Request	
	Staff	Amount
I. Adjustments to Base		
A. Mandatory Changes		
1. Merit increase and related benefits		$3,323
2. Annualization of pay raises		2,770
3. Annualization of pay raise (foreign)		304
4. Accident compensaiton		31
5. Funding of 1/94 pay raise		4,342
6. Funding of 1/94 locality pay raise		5,245
7. Annualization of position		23
B. Price Level Changes		
1. Travel cost increases		104
2. Transportation of things increases		15
3. Rent and postage increases		666
4. Printing cost increases		161
5. ADP timesharing price increases		—
6. Miscellaneous services increases		869
7. Tuition and training increases		61
8. Supplies cost increases		189
9. Equipment cost increases		3,896
C. Program Increases		
1. Staff level increases	105	3,272
Unfinanced positions	[37]	1,352
Temporary position	(1)	35
2. Other Program increases		
a. Personnel benefits		100
b. Travel		14
c. Transportation of things		—
d. Rent, communications & utilities		87
e. Printing and reproduction		329
f. Other services		3,501
g. Supplies and materials		1,180
h. Equipment		2,517
D. Program Decreases		
1. Salaries and benefits		(100)
Indefinite positions		(81)
2. Travel		(2)
3. Rent, communications and utilities		(3,403)
4. Printing and reproduction		(56)
5. Other services		(104)
6. Equipment (Non-recurring)		(604)
II. Net Increase/Decrease Requested	105	30,036
III. Total Appropriation Request, 1994	4,829	$364,352

LIBRARY OF CONGRESS

Total Funds Available - All Sources

	1992 Actual	1993 Budget	1994 Estimate
Annual appropriation to the Library of Congress:			
Title II	$248,308,000	$252,808,000	$278,025,000
Title I	56,583,000	57,291,000	61,942,000
	$304,891,000	$310,099,000	$339,967,000
Receipts:			
Sale of catalog cards and publications	6,377,562	7,500,000	7,500,000
Copyright fees	14,000,000	14,500,000	14,500,000
Licensing fees	1,979,000	2,217,000	2,385,000
Annual appropriations for Library Buildings to the Architect of the Capitol:			
Structural and Mechanical Care	15,187,000	9,733,000	22,186,000
Gift and Trust Funds	16,293,000	17,909,000	20,383,000
Reimbursable Program	65,525,000	67,595,000	69,810,000
TOTAL	$424,252,562	$429,553,000	$476,731,000

LIBRARY OF CONGRESS

Number of Positions by Source of Funds, Fiscal Year 1993

	Title II	Title I	Total
Support from direct appropriations for regular authorized positions	3,889	835	4,724
Support from direct appropriations for temporary, indefinite, and local staff in overseas offices	283	36	319
Support from appropriated funds transferred from other Federal agencies (administrative overhead)	26	---	26
Subtotal	4,198	871	5,069
Support from appropriated funds transferred from other Federal agencies	132	---	132
Total support from appropriated funds	4,330	871	5,201
Support from gift, trust, and service fee funds	173	---	173
GRAND TOTAL	4,503	871	5,374

LIBRARY OF CONGRESS

Statement of Receipts, Treasury Department General Fund Account

	1992 Actual	1993 Estimate	1994 Estimate
Receipts from sale of catalog cards and publications	$ ----	$ ----	$ ----
Receipts from Copyright fees	14,412	----	----
Other miscellaneous receipts	27,748	40,000	40,000
Total receipts into the general fund account	$ 42,160	$ 40,000	$ 40,000
Statement of Receipts, Payments to Copyright Owners*			
Receipts from Fees, Jukebox and Cable Television	$189,424,046	$276,000,000	$323,800,000
Receipts from Interest on Investments in Public Debt Securities	12,128,557	14,000,000	16,200,000
Total receipts transferred to Payments to Copyright Owners	$201,552,603	$290,000,000	$340,000,000

*Funds are received by the Copyright Office and are disbursed at the direction of the Copyright Royalty Tribunal.

LIBRARY OF CONGRESS

New and Unfinanced Positions Requested by Grade Level
Fiscal Year 1994

	Salaries and Expenses, LC		Congressional Research Service	TOTAL	
	New	Unfinanced	New	New	Unfinanced
GS-18	---	---	---	---	---
GS-17	---	---	---	---	---
GS-16	---	---	---	---	---
GS-15	---	---	---	---	---
GS-14	1	1	---	1	1
GS-13	5	---	---	5	---
GS-12	10	11	---	10	11
GS-11	4	---	---	4	---
GS-10	1	---	---	1	---
GS-9	4	---	---	4	---
GS-8	2	---	---	2	---
GS-7	24	7	4	28	7
GS-6	14	---	---	14	---
GS-5	7	2	---	7	2
GS-4	18	---	---	18	---
GS-3	8	10	---	8	10
GS-2	---	---	---	---	---
GS-1	---	---	---	---	---
P-2	---	4	---	---	4
Wage Board	3	2	---	3	2
TOTAL	101	37	4	105	37

LIBRARY OF CONGRESS

GLOSSARY OF PRICE LEVEL (INFLATION) INCREASES

This statement provides the methodology for most price level increases displayed in the form of bar graphs for the accounts which follow. Price level or inflationary cost increases projected in the budget are primarily of a cost-recovery nature. The Library has already experienced these increases in the past year or has some indication that it will incur them in the current fiscal year. The method of computation of increases for each of the object classes will vary to some extent, but generally it takes the following pattern:

Price Level estimates for the upcoming budget year are put together in July each year after having three-quarters of a year's cost experience. The Library takes the actual inflationary increases sustained for three quarters over the past fiscal year, estimates the fourth quarter costs at the same rate, and projects that percent of increase to the budget request. There are exceptions to this method, however, such as the Government Printing Office printing inflationary rate which is determined by GPO and transmitted to all government agencies before the budget request is put together. The specific method of calculation for each object class item is as follows:

Travel

We survey any commercial air fare rate increases we have experienced, plus per diem increases if any, factor in any economies attributable to General Services Administration contract air service, and arrive at a percent of increase over the past fiscal year. The rate varies, of course, from year to year. Public Law 99-234, Federal Civilian Employee and Contractor Travel Expenses Act of 1985, enacted January 2, 1986, removed the statutory ceilings on per diem and actual subsistence and authorized GSA to set maximum rates. Air travel and per diem costs increased in fiscal 1992 by approximately 6 percent against all Library of Congress travel budgets.

Rental of Equipment

The request for increase in the price level for rental of equipment is based on an annual survey conducted to show projected rate increases announced by equipment leasing vendors.

Printing

Price level increases are based on advice received from the Government Printing Office in a Circular Letter usually issued in April or May of each year forecasting the percent of increase for the budget year.

Photoduplication

Increases are based on revised price increases periodically announced by the Photoduplication Service which reflect recent increases in labor, supplies, and materials experienced by the Service.

Other Services

The account provides for contract services by private vendors and contractors. Increases are based on surveys of actual or expected cost increases in the current year.

LIBRARY OF CONGRESS

GLOSSARY OF PRICE LEVEL (INFLATION) INCREASES

Training

A comparison of tuition rates charged by the colleges and universities most frequently attended by employees for the current year and the upcoming year determines the percentage of increase requested.

Maintenance and Repairs of Equipment

Since most repairs are accomplished on the basis of maintenance contracts, the request is based on the inflationary increases in the costs of these contracts.

Custodial Services

The custodial services for the Madison Building are handled under a contract which provides for an annual supplemental based on an analysis of inflationary costs in the Washington, D. C., area. The requested increase is based on this analysis.

Supplies and Materials

The requested increase is based on the percentage of increase experienced in the costs of supplies and materials during the current year as compared to the previous year.

Other Object Classes

Price level cost increases for other sub-object classes too numerous to mention are projected in a similar manner.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

	Total	Offsetting Collections	Regular Bill
1993 Budget	$203,163,000	- $7,500,000	$195,663,000
1994 Estimate	222,370,000	- 7,500,000	214,870,000
Net Increase	+ $ 19,207,000	- $ ----	+ $ 19,207,000

Mandatory	+ $10,134,440
Price level	+ 2,171,770
Growing workload ..	+ 6,900,790
Total	+ $19,207,000

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

1. **MANDATORY ITEMS**

Summary

	Increase
A. Ingrades and reallocations	+ $ 1,880,790
B. Annualization of 1993 pay raises	+ 1,961,200
C. Pay raise, effective January 1994	+ 2,734,900
D. Locality pay, effective January 1994	+ 3,435,400
E. Accident compensation	+ 30,856
Total, Mandatory Items	+ $10,043,146

Mandatory $10,043,146

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

1. **MANDATORY ITEMS**

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
Mandatory increases						+ $10,043,146
A. Ingrades and reallocations						+ $ 1,880,790

Funds are requested to cover ingrade and reallocation increases.

Salaries	$1,576,155
Personnel benefits	304,635
	$1,880,790

B. Annualization of 1993 pay raises	+ $ 1,961,200

This increase is necessary to provide for annualization of the 1993 pay raise, effective in January 1993. Included in this amount is $303,800 to provide for annualization of the 1993 pay raises for the foreign staff in the Library of Congress field offices.

Salaries	$1,604,600
Personnel benefits	356,600
	$1,961,200

C. Pay raise effective January 1994	+ $ 2,734,900

This increase is necessary to provide for a 2.2 percent pay increase effective January 1994.

Salaries	$2,302,900
Personnel benefits	432,000
	$2,734,900

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

1. **MANDATORY ITEMS**

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

Mandatory increases (continued)

D. Locality pay effective January 1994 .... + $ 3,435,400

This increase is necessary to provide for a 2.9 percent locality pay increase effective January 1994.

Salaries	$2,892,000
Personnel benefits	543,400
	$3,435,400

E. Accident compensation - reimbursement to Employees' Compensation Fund .... + $ 30,856

The Library's reimbursement to the Bureau of Employee's Compensation for benefits and other payments for fiscal 1992 is more than the amount budgeted for those purposes as follows:

Fiscal 1992 cost = $889,219 | Amount available = $858,363

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES

Summary

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
A. Purchase of Books						
(1) Books for the Collections		$ 6,632,600		$ 7,490,600		+ $ 858,000
(2) Books for the Law Library		1,036,400		1,136,400		+ 100,000
Total, Purchase of Books		$ 7,669,000		$ 8,627,000		+ $ 958,000
B. Preparation of Books						
(1) Positions	1,186	$53,827,544	1,189	$53,920,738	+ 3	+ $ 93,194
(2) Non-personal services		5,551,051		7,338,451		+ 1,787,400
Total, Preparation of Books	1,186 (160)	$59,378,595	1,189 (160)	$61,259,189	+ 3	+ $1,880,594
C. Preservation of Library Materials						
(1) Positions	122	$ 4,412,913	122	$ 4,412,913		+ $ ----
(2) Non-personal services		5,978,119		7,275,106		+ 1,296,987
Total, Preservation of Library Materials	122 (2)	$10,391,032	122 (2)	$11,688,019		+ $1,296,987
D. Public Service/Collection Management I						
(1) Positions	350	$15,250,779	359	$15,544,424	+ 9	+ $ 293,645
(2) Non-personal services		1,067,355		1,158,455		+ 91,100
Total, Public Service/Collection Mgmt. I	350 (8)	$16,318,134	359 (8)	$16,702,879	+ 9	+ $ 384,745
Total, Collections Services	1,658 (170)	$93,756,761	1,670 (170)	$98,277,087	+ 12	+ $4,520,326

Price level .... + $1,132,300
Growing workload .... + 12 + 3,388,026
Total .... + $4,520,326

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES
   A. Purchase of Books

Summary

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Books for the Collections		$ 6,632,600		$ 7,490,600		+ $ 858,000
(2) Books for the Law Library		1,036,400		1,136,400		+ 100,000
Total, Purchase of Books		$ 7,669,000		$ 8,627,000		+ $ 958,000

Price level	+ $ 458,000
Growing workload	+ 500,000
Total	+ $ 958,000

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES
   A. Purchase of Books

General Statement

The Purchase of Books program provides for the acquisition of materials in the Library's general collections and in the Law Library collections. The program is administered by the Office of The Associate Librarian for Collections Services in conjunction with Constituent Services, the Collections Policy Office and the Law Library. Materials purchased by the Library include essential commercial publications and others which are not available through copyright deposit, transfer from other federal agencies, gift, domestic and international exchange, or by provisions of state and federal law. The majority of these materials are foreign. The Library maintains overseas offices and arrangements with book dealers, agents, and publishers to ensure efficient and prompt acquisition of current foreign publications of research value on a world-wide basis.

In light of the Library's commitment to improve its acquisition of library materials, the Purchase of Books Program will require $8,627,000 in fiscal 1994 to sustain purchasing power at fiscal 1992 levels for books and other materials for the general collections and for the Law Library collections. This represents a price level increase of $458,000 over fiscal 1993. An additional $250,000 is required to support the Library's growing need for computer files (e.g., CD-Rom, optical disc, etc.), including $50,000 for law materials and $200,000 for the general collections.

Because enhanced security measures are uncovering a significant number of mutilated or missing items, an additional $250,000 is required to support the acquisition of replacement copies for mutilated or missing items. Therefore, Collections Services is requesting a total increase of $958,000 for fiscal 1994.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES
A. Purchase of Books

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
Price Level		$7,669,000		$8,127,000		+ $ 458,000
Growing Workload		----		500,000		+ 500,000
Total		$7,669,000		$8,627,000		+ $ 958,000

Price Level

Collections Services is requesting an increase of $458,000 (or 6 percent) to sustain the 1992 purchasing power for books and other library materials. While the Library benefitted from a strong dollar and moderate rates of inflation during fiscal 1991, in fiscal 1992 we lost significant purchasing power because of the declining value of the dollar against the major currencies of Western Europe and Japan. Recognizing that these factors can fluctuate unpredictably, the Library conducted a study of the average price paid for all forms of material from fiscal 1985 through fiscal 1991, and based on this information, projected the average price from fiscal 1992 through fiscal 1994. Based on the results of this study, an increase of $408,000 is requested for the general collections and $50,000 is requested for legal materials.

Growing Workload

Machine-Readable Materials For The Collections

A growing workload factor, stimulated by the requirement to better serve the public with reference materials in machine-readable form, necessitates an increase of $200,000 for the general collections and $50,000 for the Law Library. Additional funding for computer files in various formats (e.g., CD-Rom, optical disc, various computer software programs for informational and instructional purposes, etc.) is required to support requests for information either uniquely available through such media, or greatly enhanced through special computer file editions. Computer file

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. COLLECTIONS SERVICES
   A. Purchase of Books

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

Growing Workload (continued)

Machine-Readable Materials For The Collections (continued)

materials, especially including full-text bibliographies, directories, newspaper files, and similar informational products, are proliferating rapidly and at very high prices (especially in the scientific and legal disciplines). These materials offer many new and powerful features for searching and retrieving information, thus greatly facilitating the Library's services to Congress and the research community.

Replacement Copies

The increased emphasis on improving the security of the general collections has resulted in hard evidence that segments of the book collections have been subject to a high rate of theft and mutilation. Collections of Afro-American studies, current literature, and computer manuals, among others, have suffered heavy losses. Rare and expensive historical items in the book collections have been mutilated for the prints, plates and drawings they contained. Such items, because of their rarity, are available only on the "out-of-print" market. An increase of $250,000 will provide the resources to begin a phased replacement campaign without adversely affecting acquisition of current materials.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES
   A. Purchase of Books

Additional Information

	FY 1993 Budget	FY 1994 Estimate	1994 Increase		
			Price Level	Growing Workload	Total
3100 Books and Library Materials	$ 7,669,000	$ 8,627,000	$ 458,000	$ 500,000	$ 958,000

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES
B. Preparation of Books

Summary

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions:						
Permanent	1,186	$51,843,785	1,189	$51,936,979	+ 3	+ $ 93,194
Indefinite positions (foreign)	(160)	1,983,759	(160)	1,983,759		----
	1,186 (160)	$53,827,544	1,189 (160)	$53,920,738	+ 3	+ $ 93,194
(2) Non-personal services:						
Price level		$ 5,551,051		$ 5,988,451		+ $ 437,400
Growing workload		----		1,350,000		+ 1,350,000
		$ 5,551,051		$ 7,338,451		+ $1,787,400
Total, Preparation of Books	1,186 (160)	$59,378,595	1,189 (160)	$61,259,189	+ 3	+ $1,880,594

Price level		+ $ 437,400
Growing workload	+ 3	+ 1,443,194
Total		+ $1,880,594

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES
B. Preparation of Books

General Statement

The preparation of books activity, administered by the Office of the Associate Librarian for Collections Services, includes coordination of collections development policy for the Library of Congress, the acquisition of materials from all over the world, and the creation of the bibliographic records which not only assure access to the Library's vast collections, but also provide basic bibliographic information in standard form for libraries throughout the United States and the world. This activity also includes the Cataloging in Publication program which speeds the availability of bibliographic data via publisher provision of book information for pre-publication cataloging by the Library. Publishers then supply a copy of the book itself for inclusion in the collections.

Collections Services can claim some notable accomplishments in fiscal 1992. In support of the Library's own information needs, 931,000 items were purchased and 267,000 titles were cataloged for our collections; 1,580,000 periodicals, journals, and other serials were processed for use by our patrons; and approximately $5.8 million worth of high research value materials were acquired for our collections through exchange, gift, and other non-purchase means. As a result of the overseas field offices, approximately 657,000 pieces were acquired through exchange or purchase for the use of the eighty-six (86) participating libraries throughout the United States.

To support a fiscal 1994 initiative to plan for automation of the Library's shelflist and to streamline shelflisting techniques, an initial investment of $350,000 for contractual services is requested. A second fiscal 1994 initiative to supplant a portion of the Library's incomplete PREMARC file with an updated file of enhanced bibliographic records will require first phase contractual support of $500,000.

To handle the very labor-intensive acquisitions and cataloging activities associated with the replacement copy initiative described under the Purchase of Books program element, Collections Services will require three (3) new positions, one (1) GS-07 Shelflister in the Cataloging Directorate and two (2) GS-08 Technicians in the Acquisition Directorate's Order Division.

To support development of an automated central inventory of periodicals, journals and other serial publications, $500,000 for optical scanning of retrospective bound holdings data is requested. Optical scanning is the most cost effective means of converting this data to a format that allows it to be accessed through an automated serials management system.

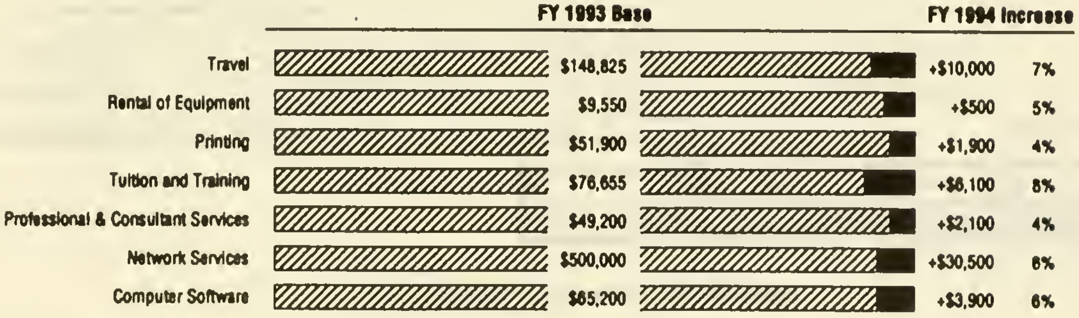
Therefore, to sustain current activities and services as well as to support its new initiatives, the preparation of books activity will require a total of $61,259,189 in fiscal 1994 representing a price level increase of $437,400 over fiscal 1993 and a growing workload increase of $1,443,194.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES
   B. Preparation of Books
      (1) Basic

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
(2) Non-personal services		$3,156,291		$3,211,291		+ $ 55,000
Price level						+ $ 55,000



LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES
   B. Preparation of Books
      (1) Basic

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
Growing Workload					+ 3	+ $1,443,194
Positions					+ 3	+ $ 93,194
Non-personals						+ $1,350,000

Replacement Copy Initiative

To carry out the very labor-intensive acquisitions and cataloging activities associated with the replacement copy initiative described in the Purchase of Books program element, Collections Services will require three (3) new positions in fiscal 1994, one (1) GS-07 Shelflister in the Cataloging Directorate and two (2) GS-08 Technicians in the Order Division of the Acquisitions Directorate. These positions are required to process the approximate 7,500 replacement volumes that would be acquired with a $250,000 expenditure, as well as to perform numerous activities associated with retrospective, out-of-print acquisitions (e.g., preparing lists of needed items for action by dealers, contacting dealers to locate materials, initiating orders, verifying receipt and condition of orders, and processing payment requests).

Positions:	1 GS-07 Shelflister	$ 28,986
	2 GS-08 Technicians @ $32,104	64,208
Total		$ 93,194

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES
   B. Preparation of Books
      (1) Basic

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

Growing Workload (continued)

PREMARC Enhancement

The Library's PREMARC file contains incomplete bibliographic records that require updating to be fully useful to Library staff and patrons. Updating these PREMARC records would permit their incorporation into current cataloging files, thereby aiding reference and document delivery staffs in locating materials. As the Library moves toward offsite storage, access to materials through full bibliographic records becomes even more crucial. Accurate, complete records will form the underpinning of an automated serials management system and an automated circulation system in which bibliographic and item-level records could be linked for increased collection security and control. Recent technological advances create an opportunity for relatively inexpensive PREMARC file updates; we estimate that 2,000,000 records can be corrected for $500,000. To commence conversion will require $500,000 in fiscal 1994 for contractors to process records against an updated bibliographic resource.

Non-Personals: 2501 Other Services, Misc. ... $ 500,000

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES
    B. Preparation of Books
        (1) Basic

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

Growing Workload (continued)

Shelflist Automation

An automated shelflist coupled with simplified shelflisting techniques offers significant advantages over the present system. The Cataloging Directorate estimates that up to 75 shelflisting positions costing $1.4 million could be reprogrammed to copy cataloging and other arrearage reduction work if such steps were undertaken. The space occupied by the present shelflist card files would be available for other purposes, and the existence of a single, automated file would increase opportunities for the creation of marketable bibliographies. A planned browsing capability would increase collections security, since it could serve as a substitute for some types of stack access. To develop specifications would require a fiscal 1994 investment of $350,000 for contractual services. We estimate that $650,000 is needed in fiscal 1995 to support the development of a prototype and system implementation.

Non-Personals: 2501 Other Services, Misc. .. $ 350,000

Serials Holdings Conversion

Using optical scanning techniques as the conversion vehicle, bound holdings data maintained in the manual check-in files will be converted to machine-readable form for use in the automated serials management system. One of the primary functions of the central serial record file is to be the repository of inventory and location information for all of the serial volumes permanently retained in the Library's collections. This information is integral to collection maintenance and service. Optical scanning is the most cost effective means of converting retrospective holdings data to a format that allows it to be accessed through the automated serials management system.

Non-Personals: 2501 Other Services, Misc. .. $ 500,000

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES
  B. Preparation of Books
    (2) Overseas Operations

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
Price Level		$ 2,394,760		$ 2,777,160		+ $ 382,400
Overseas Offices - Inflationary Increases						+ $ 382,400

The American embassies in the countries where the Library of Congress field offices are located furnished the inflationary estimates for fiscal 1994 to the Overseas Operations Division. The price level increase estimates listed below are based on the embassies' official projections for cost increases in fiscal 1994 and include additional Foreign Affairs Administrative System (FAAS) charges because the Department of State is realigning assignment of costs between itself and FAAS agencies at post.

PRICE LEVEL INCREASES		
Office	Percent Increase	Non-Personal Increase
Brazil	4%	$ 16,600
Kenya	22%	83,500
Egypt	26%	105,900
Pakistan	10%	30,200
India	12%	93,200
Indonesia	9%	53,000
Total Price Level Increase		$382,400

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES
B. Preparation of Books

Additional Information

New positions requested	Salaries	Benefits	Total
Acquisitions Directorate			
2 GS-05 Technicians	$ 50,320	$ 13,888	$ 64,208
Cataloging Directorate			
1 GS-07 Shelflister	$ 22,716	$ 6,270	$ 28,986
3 Total, new positions requested	$ 73,036	$ 20,158	$ 93,194

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES
B. Preparation of Books

Additional Information

	FY 1993 Budget	FY 1994 Estimate	1994 Increase		
			Price Level	Growing Workload	Total
2100 Travel*	$ 325,750	$ 368,050	$ 42,300	$	$ 42,300
2101 Regular Travel	76,110	80,610	4,500		4,500
2102 Attendance at Meetings	27,515	29,615	2,100		2,100
2103 Local Travel	475	475			
2106 Acquisitions Travel	40,400	43,400	3,000		3,000
2108 Travel - User Group	4,800	5,200	400		400
2200 Transportation of Things*	101,950	116,950	15,000		15,000
2201 Transportation of Things	62,633	62,633			
2202 Transportation of Household Effects	5,600	5,600			
2300 Rent, Communications, Utilities*	410,900	469,100	58,200		58,200
2301 Postage	491,854	491,854			
2302 Postage - Military Postal Service	150,000	150,000			
2303 Postage - Overseas Mail Drop	50,000	50,000			
2310 Local Telephone	85,200	85,200			
2320 Long Distance Telephone	42,200	42,200			
2321 Long Distance Telephone - Data Comm.	2,500	2,500			
2327 Teletype etc.	10,000	10,000			
2330 Rental of Equipment	9,550	10,050	500		500
2340 Rental of Computer Software	2,000	2,000			
2360 Rental, Miscellaneous	425	425			
2400 Printing and Reproduction*	54,250	62,550	8,300		8,300
2410 Printing, General	51,900	53,800	1,900		1,900
2420 Printing, Publications	21,900	21,900			
2430 Photoduplication	164,700	164,700			
2440 Offset Reproduction	58,000	58,000			

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES
B. Preparation of Books

Additional Information (continued)

	FY 1993 Budget	FY 1994 Estimate	1994 Increase		
			Price Level	Growing Workload	Total
2500 Other Services*	$1,270,710	$1,495,710	$225,000	$	$ 225,000
2501 Other Services, Miscellaneous	621,674	1,971,674		1,350,000	1,350,000
2520 Tuition and Training	76,655	82,755	6,100		6,100
2535 Training Contracts	60,000	60,000			
2541 Health Services	2,000	2,000			
2542 Storage of Household Effects	5,000	5,000			
2550 Professional & Consultant Services .	49,200	51,300	2,100		2,100
2550 West Africa Cost/Benefit Analysis ..	100,000	100,000			
2560 Maintenance & Repair to Equipment ..	2,000	2,000			
2580 Data Base Services	5,300	5,300			
2581 Automation Study	22,500	22,500			
2582 Network Services	500,000	530,500	30,500		30,500
2600 Supplies and Materials*	231,200	264,800	33,600		33,600
2610 Computer Software	65,200	69,100	3,900		3,900
2611 Automation Supplies	2,000	2,000			
2650 Pamphlets and Documents	30,000	30,000			
3103 Bibliographic Services**	257,000	257,000			
Total, Non-personal Services	$5,551,051	$7,338,451	$437,400	$1,350,000	$1,787,400

* Overseas Offices
** Central America book dealer contract
(hard-to-obtain materials)

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES
C. Preservation of Library Materials

Summary

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions:						
Permanent	122	$ 4,370,820	122	$ 4,370,820		$ ----
Indefinite positions	(2)	42,093	(2)	42,093		----
	122 (2)	$ 4,412,913	122 (2)	$ 4,412,913		$ ----
(2) Non-personal services:						
Price level		$ 5,978,119		$ 6,193,419		+ $ 215,300
Growing workload		----		1,081,687		+ 1,081,687
		$ 5,978,119		$ 7,275,106		+ $1,296,987
Total, Preservation of Library Materials	122 (2)	$10,391,032	122 (2)	$11,688,019		+ $1,296,987

Price level	+ $ 215,300
Growing workload	+ 1,081,687
Total	+ $1,296,987

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES
C. Preservation of Library Materials

General Statement

A primary mission of the Library of Congress is to preserve its vast and irreplaceable collections for the benefit of Congress and the American public. An active preservation program facilitates current access to the collections, but it also focuses on preservation activities that enable the Library to put important materials into an information base for survival and use in the 21st century. Significant cultural materials will survive for use by future generations after being preserved only if their physical security is also assured. Thus, the Library's preservation and security initiatives cannot be seperated; the materials especially subject to theft - those that have historic, monetary, or artifactual value - are also likely to be those for which preservation treatment is a high priority.

The Library of Congress Preservation Directorate is under the general direction of the Associate Librarian for Collections Services. The individual offices handle contract binding, rebinding, and repair of materials; prepare collections for microfilming and other appropriate reformatting to preserve their content; provide expert conservation treatment for the Library's rare collections and national treasures; conduct invaluable laboratory research and testing of varied Library media and phenomena of degradation in order to ensure long-term preservation of materials; provide essential preservation-related training to Library staff who are engaged in handling and servicing collections as well as preservation reference services; and provide technical and fiscal support services to the Library's custodial divisions in order to protect from loss important information recorded on deteriorating media, including paper, photographs, motion picture film, and sound and video recordings.

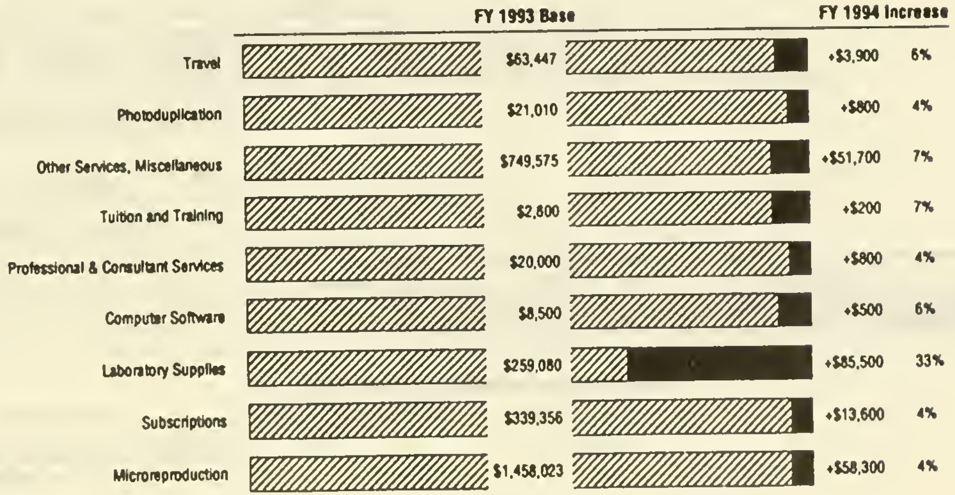
The Preservation Directorate requires a total of $11,688,019 to support its services in fiscal 1994. Additional resources required in fiscal 1994 to accomplish Preservation's objectives total $1,296,987 in price level and growing workload increases including support for the following initiatives: (1) $340,000 for phased conservation supplies to store millions of arrearage items processed each year; (2) $166,687 to enhance the preservation filming program and support costs for special materials microfilming, and particularly of arrearage collections reformatted for security purposes; and (3) $575,000 for the acquisition of microform versions of newsprint and other fragile materials.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES
C. Preservation of Library Materials

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
(2) Non-personal services		$5,978,119		$7,275,106		+ $1,296,987
Price level						+ $ 215,300



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LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES
C. Preservation of Library Materials

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

Non-personal services (continued)

Price level (continued)

Motion Picture Laboratory Supplies

The price of motion picture laboratory supplies increased by 33% from 1990 to 1991. The Kodak 5302 raw stock film increased by 40% and Kodak 5366 raw stock film increased by 30%. The Library normally orders about 750,000 feet of film per year. Based on the amount of each film type purchased, a 33% price level increase is requested.

Non-Personals: 2620 Laboratory Supplies .... $ 85,500

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. **COLLECTIONS SERVICES**
   C. **Preservation of Library Materials**
      (1) **Basic**

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
Non-personal services (continued)						
Growing Workload						+ $1,081,687
Phased Conservation Supplies For Arrearages						+ $ 340,000

Preservation rehousing of special collections is an integral part of the Library's ongoing arrearage reduction initiative. Arrearage staff must appropriately rehouse large quantities of the non-book arrearage materials in permanent boxes, acid-free folders and envelopes, and inert plastic sleeves before making the arrearage collections available for use.

An additional $340,000 is needed to purchase phased conservation supplies to house arrearage collections. $310,000 is needed for the Library's special collections and $30,000 for the Library's Conservation Office. These funds will insure the safe storage of millions of processed arrearages, including historic manuscripts, maps, photographs, pamphlets, microforms, prints, drawings, music sheets, rare books, and newspapers. The arrearage project doubled the need for phased preservation supplies required to properly rehouse and store the collections that this staff will be processing. Much of the arrearage processing work cannot be brought to completion unless these supplies are obtained.

Non-Personals:	2631	Conservation Supplies	$ 30,000
	2640	Phased Supplies	310,000
Total			$340,000

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES
C. Preservation of Library Materials
(3) Preservation By Reformatting

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
Non-personal services - Growing workload (continued)						
Expand And Enhance The Preservation Reformatting Program						+ $ 166,687

The Library's preservation microfilming budget is not adequate to support the increasing need to reformat collections that have been identified for filming through the arrearage initiatives and that require reformatting for security purposes. Funding is requested to support this increasing workload, including contractual services. The contracted staff will provide support to all the Library's custodial units for selection and preparation of material as well as for bibliographic control and quality review of the final microfilm. The custodial units have consistently found it impossible to support this essential preparation of collections for filming through their existing resources and equipment. The Library's arrearage and security plans will not be fully met unless additional funding is obtained to support these essential reformatting activities.

Non-Personals:	2501	Other Services, Misc.	$ 122,417
	2610	Computer Software	1,700
	3132	Reformatting - Prints/Photos	10,570
	3140	Equipment..................	32,000
Total..			$ 166,687

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES
C. Preservation of Library Materials
(3) Preservation By Reformatting

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

Non-personal services - Growing Workload (continued)

Foreign Newspaper Microforms .... + $ 575,000

The Library currently receives over 700 foreign newspaper titles and periodicals in newspaper formats. This fragile format must be converted to microfilm copies both for the permanent collections and for distribution on loan or by sale to other libraries. In most cases, a microfilm edition of these titles is not available commercially; where it is, we purchase commercial film. Current funds are insufficient to convert these 700 titles to microfilm. The result is that these materials consume space needed for other materials, deteriorate on the shelves because of the fragility of newsprint, and often cannot be served at all because they are difficult to maintain in serviceable condition. We request an increase of $575,000 to permit the acquisition of microfilms of foreign newspapers and those periodicals that cannot be bound. The Library of Congress' holdings of these materials are the most comprehensive in the United States and are relied upon by researchers who use these collections directly. They are a unique national resource used by libraries throughout the country who buy copies of positive film or who borrow film.

Non-Personals: 3102 Subscriptions Reformatting . $ 575,000

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES
   C. Preservation of Library Materials

Additional Information

	FY 1993 Budget	FY 1994 Estimate	1994 Increase		
			Price Level	Growing Workload	Total
2101 Regular Travel	$ 60,747	$ 64,447	$ 3,700	$	$ 3,700
2102 Attendance at Meetings	2,700	2,900	200		200
2201 Transportation of Things	16,550	16,550			
2401 Binding, GPO	985,000	985,000			
2402 Commercial Binding	53,570	53,570			
2403 Binding, Serials	915,203	915,203			
2430 Photoduplication	21,010	21,810	800		800
2501 Other Services, Miscellaneous	749,575	923,692	51,700	122,417	174,117
2520 Tuition and Training	2,800	3,000	200		200
2550 Professional and Consultant Services	20,000	20,800	800		800
2580 Data Base Services	12,700	12,700			
2610 Computer Software	8,500	10,700	500	1,700	2,200
2620 Laboratory Supplies	431,057	516,557	85,500		85,500
2630 Binding Supplies	31,135	31,135			
2631 Conservation Supplies	52,080	82,080		30,000	30,000
2632 Microfilm Preparation Supplies	8,135	8,135			
2640 Phased Conservation Supplies	385,978	695,978		310,000	310,000
2680 Misc. Supplies and Materials	2,200	2,200			

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES
C. Preservation of Library Materials

Additional Information (continued)

	FY 1993 Budget	FY 1994 Estimate	1994 Increase		
			Price Level	Growing Workload	Total
3100 Books and Library Materials	$ 4,500	$ 4,500	$	$	$
3102 Subscriptions	339,356	927,956	13,600	575,000	588,600
3105 Subscriptions not for LC Collections	15,000	15,000			
3120 Reformatting (Paper)	522,281	543,181	20,900		20,900
3131 Preservation Microfilm Replacement .	85,500	88,900	3,400		3,400
3132 Reformatting (Prints & Photos)	63,492	76,562	2,500	10,570	13,070
3133 Reformatting (Books)	786,750	818,250	31,500		31,500
3134 Reformatting (Sound Record)	133,700	133,700			
3135 Motion Picture Replacement	10,800	10,800			
3140 Equipment	54,100	86,100		32,000	32,000
3141 Equipment - Conservation	10,800	10,800			
3142 Equipment - Research	192,900	192,900			
Total, Non-personal Services	$5,978,119	$7,275,106	$215,300	$1,081,687	$1,296,987

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES
B. Public Service and Collection Management I

Summary

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions:						
Permanent	350	$15,032,250	359	$15,325,895	+ 9	+ $ 293,645
Indefinite positions	(6)	173,595	(6)	173,595		----
Motion Picture Preservation	[5]	[150,137]	[5]	[150,137]		----
Renovation and Restoration	[1]	[23,458]	[1]	[23,458]		----
Special and Temporary	(2)	44,934	(2)	44,934		----
	350 (8)	$15,250,779	359 (8)	$15,544,424	+ 9	+ $ 293,645
(2) Non-personal services:						
Price level		$ 1,067,355		$ 1,088,953		+ $ 21,600
Growing workload		----		69,500		+ 69,500
		$ 1,067,355		$ 1,158,455		+ $ 91,100
Total, Public Service/Collection Mgmt. I	350 (8)	$16,318,134	359 (8)	$16,702,879	+ 9	+ $ 384,745

Price level		+ $ 21,600
Growing workload	+ 9	+ 363,145
Total		+ $ 384,745

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES

D. Public Service and Collection Management I

General Statement

The Public Service and Collection Management I (PSCM I) Directorate is responsible for collecting, processing, preserving, and providing reference and curatorial services for the bulk of the Library's collections, approximately 75,000,000 items, including the Library's most valuable, and in many cases, unique collections: manuscripts, rare books, prints, photographs, maps, atlases, music, motion pictures, sound recordings, videotapes, and other materials in African, Middle Eastern, and Asian languages.

PSCM I requests support for increasing workloads in its key programs: processing the arrearages; increasing the security of its unique items; and preservation. To preserve unique items in the Prints and Photographs Division which are available to readers in open browse files and, therefore, vulnerable to unsafe handling, PSCM I requests one (1) new GS-07 staff position to rehouse the material. To increase further the security of collections in the Manuscript and Prints and Photographs reading rooms, PSCM I requests two (2) new GS-06 positions and two (2) GS-07 positions. In addition PSCM I requests two (2) new GS-05 positions to provide the necessary security for the FETCH system, the Library's automated system for retrieval of materials from the stacks.

Consistent with the executive branch (OMB's Circular A-16) and to create a national automated database of graphic indexes for two million items as the Library's contribution to the national digital information resource on the geographic information system (GIS), PSCM I requests two (2) new positions (one (1) GS-14; and one (1) GS-09) to acquire and service digital and computer-based maps, spatially referenced digital data sets, and geographic information systems (GIS) with special focus on physical and social science data.

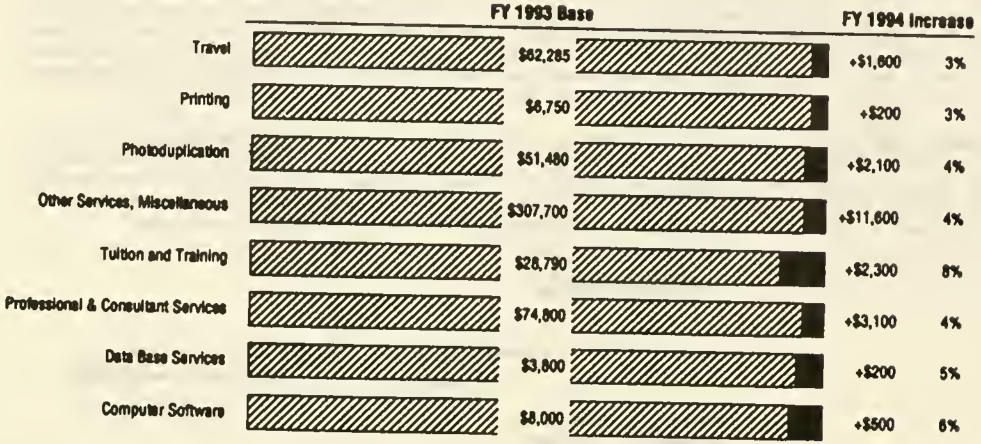
To achieve these objectives, the Library is requesting a total $16,702,879 representing a price level increase of $21,600 and a growing workload increase of $363,145.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES
D. Public Service and Collection Management I

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
(2) Non-personal services		$1,067,355		$1,158,455		+ $ 91,100
Price level						+ $ 21,600



LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES
D. Public Service and Collection Management I

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
Growing Workload					+ 9	+ $ 363,145
Positions					+ 9	+ $ 293,645
Non-personals						+ $ 69,500

Geography and Map Division - Geographic Information System (GIS)

The importance of digital and computer-based systems in the study of cartography, geography, and related physical sciences is critical. To serve Congress and the scientific community effectively, the Geography and Map Division must make available geographic information system (GIS) software, digital and computer-based maps, and spatially referenced digital data sets. This data is required for research in the most active and economically important of the sciences: ecology, geography, geology, oceanography, meteorology, and climatology. To create a national automated database of graphic indexes for two million maps which represent the Library's contribution to the national digital information resource developed under the auspices of the Federal Geographic Data Committee, the Library is requesting two (2) new positions and $29,500 in non-personal support.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES
D. Public Service and Collection Management I

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

Growing Workload (continued)

Geography and Map Division - (GIS) (continued)

Positions:	1 GS-14	Program Administrator	$ 72,256
	1 GS-09	Library Technician	35,459
Subtotal		....	$107,715
Non-Personals:	2101	Regular Travel............	$ 4,000
	2535	Training Contracts.........	7,500
	2610	Computer Software..........	10,000
	3140	Equipment..................	8,000
Subtotal		....	$ 29,500
Total		....	$137,215

Prints and Photographs Division - Materials Rehousing

To preserve unique and original items in the Library's Prints and Photographs Division, PSCM I is requesting one (1) position to rehouse the several million self-service collections which are at high risk from frequent and often damaging handling; these materials, by their nature, are available to patrons in the reading rooms.

Positions:	1 GS-07 Library Technician	$ 28,986

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES
D. Public Service and Collection Management I

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

Growing Workload (continued)

Custodial Divisions - Collections Security

To increase further the security of the Library's collections, PSCM I is requesting four (4) new positions to develop item-level control of unique written and visual materials of American history; these positions will ensure more secure service and handling of rare materials in the Manuscript and Prints and Photographs reading rooms.

An additional $40,000 is needed for the contractor installation of approximately 250,000 security strips or magnetic targets. The security strips will be placed inside contractor bound and rebound books. This is part of the Library's concerted effort to reduce thefts from the Library's book collections.

Positions:	2 GS-07 Library Technicians	$ 57,972
	2 GS-06 Library Technicians	52,168
Subtotal	....	$110,140
Non-Personals:	2501 Other Services, Misc.	$ 40,000
Total	....	$150,140

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES
 D. Public Service and Collection Management I

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

Growing Workload (continued)

FETCH Workstation Maintenance

To increase further the security of the collections, the Library has expanded use of the FETCH system for materials retrieval from the stacks. This system eliminates the need for individuals to enter the stack areas to obtain required materials. Two (2) of the FETCH stations are located in Collections Services and because of very heavy demand require full-time staffing. Based on the workstations' hours of operation and the demand on the current ad hoc attendants, Collections Services requests two (2) positions to ensure adequate workstation coverage.

Positions: 2 GS-05 Library Technicians ...... $ 46,804

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES
D. Public Service and Collection Management I

Additional Information

		Salaries	Benefits	Total
New positions requested				
Directorate				
2	GS-05 Library Technicians	$ 36,680	$ 10,124	$ 46,804
Geography and Map Division				
1	GS-14 Program Administrator	$ 56,627	$ 15,629	$ 72,256
1	GS-09 Library Technician	27,789	7,670	35,459
2		$ 84,416	$ 23,299	$107,715
Manuscript Division				
1	GS-07 Library Technician	$ 22,716	$ 6,270	$ 28,986
2	GS-06 Library Technicians	40,884	11,284	52,168
3		$ 63,600	$ 17,554	$ 81,154
Prints and Photographs Division				
2	GS-07 Library Technicians	$ 45,432	$ 12,540	$ 57,972
9	Total, new positions requested	$230,128	$ 63,517	$293,645

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES
D. Public Service and Collection Management I

Additional Information

	FY 1993 Budget	FY 1994 Estimate	1994 Increase Price Level	1994 Increase Growing Workload	1994 Increase Total
2101 Regular Travel	$ 49,450	$ 54,350	$ 900	$ 4,000	$ 4,900
2102 Attendance at Meetings	12,835	13,535	700		700
2103 Local Travel	130	130			
2301 Postage	47,900	47,900			
2310 Local Telephone	46,480	46,480			
2320 Long Distance Telephone	20,600	20,600			
2321 Long Distance Telephone - Data Comm.	5,000	5,000			
2410 Printing, General	6,750	6,950	200		200
2430 Photoduplication	51,480	53,580	2,100		2,100
2501 Other Services, Miscellaneous	307,700	359,300	11,600	40,000	51,600
2515 Services of Other Agencies	2,500	2,500			
2520 Tuition and Training	28,790	31,090	2,300		2,300
2535 Training Contracts	0	7,500		7,500	7,500
2550 Professional & Consultant Services	74,800	77,900	3,100		3,100
2580 Data Base Services	3,800	4,000	200		200
2601 Office Supplies	75,000	75,000			
2610 Computer Software	8,000	18,500	500	10,000	10,500
2620 Laboratory Supplies	160,573	160,573			
2621 Spare Parts and Other Materials	3,100	3,100			
3100 Books and Library Materials	13,200	13,200			
3140 Equipment	149,267	157,267		8,000	8,000
Total, Non-personal Services	$1,067,355	$1,158,455	$ 21,600	$ 69,500	$ 91,100

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. CONSTITUENT SERVICES

Summary

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
A. Constituent Services						
(1) Positions	438	$18,327,776	502	$20,530,591	+ 64	+ $2,202,815
(2) Non-personal services		498,890		744,590		+ 245,700
Total, Constituent Services	438 (63)	$18,826,666	502 (63)	$21,275,181	+ 64	+ $2,448,515
B. Cataloging Distribution Service						
(1) Positions	132	$ 5,764,397	132	$ 5,764,397		$ ----
(2) Non-personal services		5,311,600		5,311,600		----
Total, Cataloging Distribution Service	132 (5)	$11,075,997	132 (5)	$11,075,997		$ ----
Total, Constituent Services	570 (68)	$29,902,663	634 (68)	$32,351,178	+ 64	+ $2,448,515

Price level		+ $ 13,700
Growing workload	+ 64	+ 2,434,815
Total		+ $2,448,515

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. CONSTITUENT SERVICES
A. Constituent Services

Summary

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions:						
Permanent	438	$17,057,764	502	$18,726,372	+ 64	+ $1,668,608
Unfinanced		----		534,207	(19)	+ 534,207
Indefinite Positions	(25)	668,037	(25)	668,037		----
Collection Control Center	(3)	(58,584)	(3)	(58,584)		----
Hispanic Division	(2)	(59,889)	(2)	(59,889)		----
National Reference Service	(7)	(232,791)	(7)	(232,791)		----
Renovation/Restoration	(13)	(336,773)	(13)	(336,773)		----
Special and Temporary	(38)	581,975	(38)	581,975		----
	438	$18,327,776	502	$20,530,591	+ 64	+ $2,202,815
	(63)		(63)			
(2) Non-personal services:						
Price level		$ 498,890		$ 512,590		+ $ 13,700
Growing workload				232,000		+ 232,000
		$ 498,890		$ 744,590		+ $ 245,700
Total, Constituent Services	438	$18,826,666	502	$21,275,181	+ 64	+ $2,448,515
	(63)		(63)			

Price level .... + $ 13,700
Growing workload . (19) + 64 + 2,434,815
Total .... + $2,448,515

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. CONSTITUENT SERVICES
A. Constituent Services

General Statement

The mission of Constituent Services is to serve the Congress, libraries, Government agencies, scholars, the productive private sector, and the general public by using the Library's rich resources and collections to develop, market, and provide products and services that sustain and contribute to the advancement of thought and knowledge throughout the United States and the world.

The Associate Librarian for Constituent Services is responsible for the general administration of the service unit, the long-range planning and coordination of departmental activities, the formulation and presentation of policy recommendations to the Library Management Team, the coordination of work with other service units of the Library, especially Collections Services, and liaison with other libraries and organizations.

The activities of Constituent Services are organized into six major areas: public service and collections management, development and distribution of Library products and services, service to the blind and physically handicapped constituents of the nation, collections policy, education programs, and coordination of Federal library and information resources. Responsibility for each of these areas is assigned to a director who serves on the Constituent Services Management Team and works under the general policy direction of the Associate Librarian for Constituent Services.

The fiscal 1994 budget request for Constituent Services has four major objectives: (1) to prepare for transfer to and service of collections moved to a primary off-site collections storage facility; (2) to provide staff and the necessary supplies to handle increased workload requirements resulting from the implementation of collections security initiatives; (3) provide funding to maintain current reading room hours of service; and (4) to strengthen the Library's existing services to the science, technology and business communities. To meet these objectives, Constituent Services requests a total of 64 new positions and funding for 19 unfinanced positions at a cost of $2,202,815. This includes $431,041 for 14 positions for the collections storage facility; $1,070,202 for 45 positions for the security initiatives; $534,207 for the for the equivalent of 19 unfinanced positions to maintain current reading room hours of service; and $167,365 for 5 positions for strengthening services in the area of science and business.

Further increases are needed for non-personal services, including $13,700 for price level increases and $232,000 for growing workload increases in connection with the collections security initiatives and the off-site collections storage facility. These increases include $220,000 to purchase over a million machine readable labels for books to permit these items to be linked to the Library's automated tracking system, and about one million theft detection targets to permit the detection of material being removed from Library premises without proper authorization; $6,000 for leasing a truck for transporting material between Capitol Hill and the off-site collections storage facility, and $6,000 for increased photocopying costs.

Constituent Services requires a total of $21,275,181 to support its services in fiscal 1994. This amount includes an increase of $2,448,515 over fiscal 1993.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. CONSTITUENT SERVICES
A. Constituent Services

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions	438	$18,327,776	502	$20,530,591	+ 64	+ $2,202,815
a. To prepare for transfer to and service of collections moved to a primary off-site collections storage facility					+ 14	+ $ 431,041

In fiscal 1993, the Congress approved $3,186,000 to acquire and outfit an off-site storage facility. However, three-month funding for ten staff members to prepare material for transfer to this facility was not approved. Further, the fiscal 1993 request for ten staff members was predicated on establishing this facility at the Library's existing Landover Center Annex, where there are existing staff to service the collections once at the facility and for which transportation to the library is already provided. The ten (10) positions requested were specifically to process 300,000 volumes annually for transfer, and did not include servicing the collections once at the facility, nor for a truck and driver to provide twice-daily service to and from Capitol Hill. Because the off-site storage facility may not be near the Landover facility, our request for positions in fiscal 1994 has been increased to fourteen.

The fourteen positions requested are: three librarians, eight technicians, two warehousemen, and one truck driver. The technicians will pull the selected material from the shelves, move the material to a review area, and establish a database record into an automated individual piece inventory system to reflect the removal from the shelves and the transfer. It is essential to capture information on transfer into a database, or the material will not be retrievable. Two of the three librarians will serve as unit supervisors, quality control experts, and technical experts; the third will be stationed at the facility to provide reference and support services. The two warehousemen will accept all material already processed, shelve it and service it upon request. The truck driver will provide twice-daily delivery between the facility and Capitol Hill. There are corresponding requests under Constituent Services non-personals for rental of a truck and under non-recurring furniture and furnishings for equipment and furniture for the facility.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. CONSTITUENT SERVICES
A. Constituent Services

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions (continued)						
b. To provide staff to handle increased workload requirements resulting from the implementation of collections security initiatives					+ 45	+ $1,070,202

During fiscal 1992, the Library formed a Collections Security Oversight Committee to review collections security policies and operations, identify resource needs, develop a comprehensive plan for enhancing collections security, and coordinate execution of that plan. The resulting Plan for Enhancing Collections Security incorporates an extensive set of initiatives to be undertaken in fiscal years 1992 - 1995. This detailed planning determined the resources needed to effect critical improvements in the security of the Library's vast and diverse collections. Funding requested is essential to protect the collections and implement this security plan.

Improving the security in Constituent Services is a major part of this plan. Reference activities have been heavily impacted by the Library's efforts to improve the security of its collections in order to ensure that its often irreplaceable collections remain available for this and for future generations. While all collections are vulnerable, the general collections have traditionally been the most open to staff and public access, both in the stacks and in the reading rooms, and it is thus logical that the impact of bringing a similar level of control and security to these collections is significantly greater.

In order to significantly increase the level of security for the general collections, it is necessary to go from an essentially "self-service" mode to a "staff-intervention" mode. To accomplish this transition and the increased workload that has resulted, a total of 45 positions are requested for the Collections Management, Loan, and Serial and Government Publications Divisions. These positions are needed to respond to increased requests for service resulting from stack closing; to staff the reader registration stations; and to accelerate linking the collections to an automated circulation control system.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. CONSTITUENT SERVICES
A. Constituent Services

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(1) Positions (continued)

b. Collections security initiatives (continued)

Collections Management and Serial and Government Publications Divisions

Sixteen deck attendant positions are required to: (1) respond to the increased requests for material resulting from stack closing and retrieve, deliver, and reshelve the increased number of volumes requested by users. Collections Management Division has experienced a 35 percent increase. Without these additional positions, there will be a marked increase in both retrieval times and not-on-shelf rates which as they now exist are already a source of serious concern and aggravation for patrons.

(2) deliver and pick up material from locations previously not within the scope of the Collections Management Division's responsibilities; e.g., for added security class N folios are now served only in the Rare Book Reading Room. The deck staff must deliver the requested material and retrieve it at the end of the day.

Seven library technicians are required to conduct a program to insure that anti-theft "targets" are placed in bound volumes and other materials already in the Library's collections and in new books that are not sent to commercial binders.

Two searchers are needed to respond to increased requests for "special" searches to locate material which has been designated as "not-on-shelf" and handle increased requests for advance reserve, and to provide other user services in light of new restrictions on stack access.

Six library technicians will allow Constituent Services to expand the reader registration program to include issuing a photo-identification card to each patron after the patron produces valid proof of identity and is interviewed by a Library staff

3. **CONSTITUENT SERVICES**
   A. Constituent Services

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(1) Positions (continued)

b. Collections security initiatives (continued)

Collections Management and Serial and Government Publications Divisions (continued)

member. The collections access card will then permit the patron to request material in designated reading rooms. Two stations will be established, one in the Jefferson Building and one in the Madison Building.

Two computer console operators will monitor and control use of the automated Book Paging System as use increases due to curtailment of stack access.

16	GS-04 Deck Attendants @ $20,917	$334,672
1	GS-04 Library Technician	20,917
6	GS-03 Library Technicians @ $18,633	111,798
2	GS-05 Searchers @ $23,402	46,804
6	GS-07 Library Technicians @ $28,986	173,916
2	GS-05 Computer Console Operators @ $23,402	46,804
33		$734,911

Loan Division

Eight circulation technician positions are requested to: (1) link to the automated Collections Control Facility all material routed to the seven Madison Building secure book service stations in order that charging of these materials may be accomplished by non-specialist staff with a wand reader; and to staff new charging stations in the Main Reading Room and Adams Center Room as part of enhanced security measures so that no material will leave these reading rooms, either for internal or external use, without being charged in the online Collections Control Facility. The GS-11 automation coordinator will provide full-time administrative and technical support for the

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. CONSTITUENT SERVICES
A. Constituent Services

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(1) Positions (continued)

b. Collections security initiatives (continued)

Loan Division (continued)

Collections Control Facility, in particular to maintain equipment and network communications for full-service circulation stations.

8	GS-06 Circulation Technicians @ $26,084 ...	$208,672
1	GS-11 Automation Coordinator	42,903
9		$251,575

Constituent Services Office

The increased collections security will also impact the automation staff located in the service unit office as increased demands are placed on them to provide technical expertise and support for use of the service unit's automated systems, such as the Collections Control Facility, and for upkeep of the software and PC's that are used to implement such systems. Three positions are requested (2 technicians and 1 clerical assistant) to provide routine technical and clerical support for the service unit's automation activities and thus relieve the senior automation specialists to coordinate with ITS staff the various automation activities which pertain to control of the collections and to plan and coordinate the overall automation program for the service unit. Now it is especially critical to have such services available to the service unit staff on a timely basis to allow all automated phases of the collections security program to function as effectively and efficiently as possible.

2	GS-07 Technicians @ $28,986	$ 57,972
1	GS-05 Clerical Assistant	25,744
3		$ 83,716

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. CONSTITUENT SERVICES
A. Constituent Services

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(1) Positions (continued)

o. To maintain current level of reading room hours (68.5 hours per week, including three evenings and Sunday, (September through May) and 44.5 hours per week, no Sunday, June through August) by providing funding for the equivalent of 19 (FTE) positions .... (19) + $ 534,207

With the base reductions sustained in the fiscal 1993 budget (including the loss of 8 budgeted positions), Constituent Services had to reduce hours of public service in its reading rooms from 77.5 hours per week to 68.5 in order to stop the unacceptable decline in the quality of reference services. In addition, Constituent Services is faced with the need to reduce its staffing level through attrition from its current 11% vacancy rate (in addition to the 8 lost positions) to at least 17% or 85 positions out of 500 in order to be able to manage within its budgeted resources. Constituent Services cannot sustain a reduction in its staffing levels to this extent and still maintain service at the current level. We, therefore, request the sum of $534,207 in order to provide sufficient funding for the equivalent of 19 positions needed to maintain reading room hours at 68.5. If funds are not available in fiscal 1994, hours of public service in the Library's general reading rooms will have to be reduced even further to 56 hours or possibly lower, depending upon the final level of funding provided to this activity.

It is estimated that this amount will fund the equivalent of 4.5 GS-12 librarians, 2 GS-7 library technicians, 2.5 GS-5 library technicians, and 10 FTE GS-3 deck attendants.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. **CONSTITUENT SERVICES**
   A. **Constituent Services**

Justification of Increases and Decreases

(1) Positions (continued)

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
d. To strengthen the Library's existing services to the science, technology and business communities					+ 5	+ $ 167,365

The Library seeks to strengthen its services to the science, technology and business communities through expansion of its collections, exploitation of and increased access to those expanded collections through automated reference tools and services. It is especially important that the Congress have available the most comprehensive and current information, and in all appropriate formats, in order to fulfill the Legislative mission. In addition, it is equally important to the science and technology community. Scientists, engineers, and mathematicians can now access a diverse array of data and ideas through computers and electronic networks that have changed important aspects of the ways in which they work. The implications of these new technologies for science and technology education are becoming increasingly apparent. The strengthening of the Library's services in this area will significantly enhance the productivity of the new information technology industry. These services are of a sort that are not being adequately performed by existing efforts and that the Library is uniquely suited to offer.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. CONSTITUENT SERVICES
A. Constituent Services

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(1) Positions (continued)

There is a need for an automation specialist in the business field to manipulate the information on the available data bases and for technicians to maintain and provide technical support of the equipment. The technicians are also needed to instruct patrons in the use of LC automated resources, published works, and catalogs, thus freeing the reference librarians to spend adequate time dealing with more substantive research queries.

Humanities and Social Sciences Division

1	GS-12 Automation Reference Specialist	$ 51,421
1.5	GS-07 Automation Reference Technicians @ $28,986	43,479
2.5		$ 94,900

Science and Technology Division

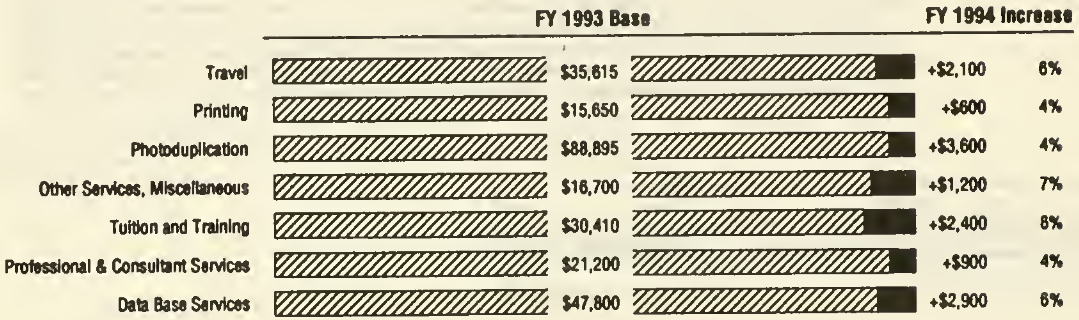
2.5	GS-07 Automation Reference Technicians @ $28,986	$ 72,465
5		$ 167,365

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. CONSTITUENT SERVICES
   A. Constitnent Services

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
(2) Non-personal services		$ 498,890		$ 744,590		+ $ 245,700
Price level						+ $ 13,700



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3. CONSTITUENT SERVICES
A. Constituent Services

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(2) Non-personal services (continued)

Growing Workload .... + $ 232,000

a. To support the purchase of supply items and duplicating costs required for the implementation of collections security initiatives .... + $ 226,000

Corresponding to Constituent Services' request for 45 positions for the implementation of collections security initiatives, we request $220,000 to purchase the required supply items associated with the Library's automated Collections Control Facility and the newly installed book theft detection system and $6,000 for increased photocopying cost.

Tracking the Library's collections items, a critical activity in the collections security program, requires that each item be given a piece identification number (PIN), and that the PIN be linked with the automated Collections Control Facility (CCF). To date, the Library has not been able to establish base funds for the purchase of these labels. Orders have been placed on an as-needed and funds available basis. However, with the increased emphasis on collections security, the labeling and linking to the automated Collections Control Facility is now being expanded to include the two heaviest charge categories: internal charging (staff and organizational) and research facilities. In addition, approximately 300,000 items annually will be PIN'd and linked as the material is transferred to off-site storage. A sum of $135,000 is requested to provide a funding base from which the Library can purchase the 1.05 million labels it anticipates using each year.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. **CONSTITUENT SERVICES**

A. **Constituent Services**

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(2) Non-personal Services - Growing Workload (continued)

In fiscal 1992, the Library installed a book theft detection system. This system is designed to detect a small magnetic strip concealed in a collection item. Discovery of extensive theft and mutilation of the collections has made an accelerated program of target installation critical. Targets will be installed as part of the binding process and by Library staff. The sum of $85,000 is requested to ensure an adequate funding base to allow the Library on an annual basis to purchase 1,000,000 targets for installation.

The Library has established new charging stations as part of the enhanced security measures so that no material will leave the reading rooms, either for internal or external use, without being charged in the online Collections Control Facility. The request for $6,000 will provide photocopying machines at these new stations to reduce the need for staff to charge out material when only a few pages of the material are required to assist the staff member in responding to reader requests.

b. To provide for transportation of material between Capitol Hill and the off-site collections storage facility .... + $ 6,000

Corresponding to Constituent Services' request for 14 positions to prepare for transfer to and service of the collections moved to a primary off-site collections storage facility, we request $6,000 to lease a truck for transporting collections material between the Capitol Hill buildings and the off-site collections storage facility for which the Library has received funding in the fiscal 1993 budget. A truck driver has been requested as part of the fiscal 1994 position request; twice-daily delivery will be provided between the facility and Capitol Hill.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. CONSTITUENT SERVICES
A. Constituent Services

Additional Information

New positions requested

a. To prepare for transfer to and service of collections moved to a primary off-site collections storage facility .... + 14

Collections Management Division

			Salaries	Benefits	Total
1	GS-11	Librarian	$ 33,623	$ 9,280	$ 42,903
2	GS-09	Librarians @ $27,789	55,578	15,340	70,918
8	GS-07	Library Technicians @ $22,716	181,728	50,160	231,888
1	WG-07	Truck Driver	24,412	6,738	31,150
2	WG-05	Warehousemen @ $21,231	42,462	11,720	54,182
14			$ 337,803	$ 93,238	$ 431,041

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. CONSTITUENT SERVICES
A. Constituent Services

Additional Information (continued)

New positions requested (continued)

b. To provide staff to handle increased workload requirements resulting from the implementation of collections security initiatives .... + 45

			Salaries	Benefits	Total
Collections Management Division					
13	GS-04	Deck Attendants @ $16,393	$ 213,109	$ 58,812	$ 271,921
1	GS-04	Library Technician	16,393	4,524	20,917
6	GS-03	Library Technicians @ $14,603	87,618	24,180	111,798
2	GS-05	Searchers @ $18,340.....................	36,680	10,124	46,804
2	GS-05	Computer Console Operators @ $18,340 ...	36,680	10,124	46,804
6	GS-07	Library Technicians @ $22,716	136,296	37,620	173,916
30			$ 526,776	$ 145,384	$ 672,160
Loan Division					
1	GS-11	Automation Coordinator	$ 33,623	$ 9,280	$ 42,903
8	GS-06	Circulation Technicians @ $20,442	163,536	45,136	208,672
9			$ 197,159	$ 54,416	$ 251,575

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. CONSTITUENT SERVICES
A. Constituent Services

Additional Information (continued)

	Salaries	Benefits	Total
New positions requested (continued)			
b. Collections Security Initiatives (continued)			
Serial and Government Publications Division			
3 GS-04 Deck Attendants @ $16,393	$ 49,179	$ 13,572	$ 62,751
Constituent Services Office			
2 GS-07 Technicians @ $22,716	$ 45,432	$ 12,540	$ 57,972
1 GS-05 Clerical Assistant	20,176	5,568	25,744
3	$ 65,608	$ 18,108	$ 83,716
45	$ 838,722	$ 231,480	$1,070,202

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. CONSTITUENT SERVICES
A. Constituent Services

Additional Information (continued)

New positions requested (continued)

d. To strengthen the Library's existing services to the science, technology and business communities .... + 5

			Salaries	Benefits	Total
Humanities and Social Sciences Division					
1	GS-12	Automation Reference Specialist	$ 40,299	$ 11,122	$ 51,421
1.5	GS-07	Automation Reference Tech. @ $22,716	34,074	9,405	43,479
2.5			$ 74,373	$ 20,527	$ 94,900
Science and Technology Division					
2.5	GS-07	Automation Reference Tech. @ $22,716	$ 56,790	$ 15,675	$ 72,465
5			$ 131,163	$ 36,202	$ 167,365
64		Total, new positions requested	$1,307,688	$ 360,920	$1,668,608

3. CONSTITUENT SERVICES
A. Constituent Services

Additional Information (continued)

	Salaries	Benefits	Total
Unfinanced positions requested			
c. To maintain current level of reading room hours.			
Public Service and Collection Management II			
[4.5] GS-07 Librarians @ $40,299	$ 181,346	$ 50,051	$ 231,397
[2] GS-07 Library Technicians @ $22,716	45,432	12,539	57,971
[2.5] GS-05 Library Technicians @ $18,340	45,850	12,655	58,505
[10] GS-03 Deck Attendants @ $14,603	146,030	40,304	186,334
[19] FTE Unfinanced positions requested	$ 418,658	$ 115,549	$ 534,207

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. CONSTITUENT SERVICES
A. Constituent Services

Additional Information

	FY 1993 Budget	FY 1994 Estimate	1994 Increase		
			Price Level	Growing Workload	Total
2101 Regular Travel	$ 24,670	$ 26,170	$ 1,500	$	$ 1,500
2102 Attendance at Meetings	11,145	11,745	600		600
2103 Local Travel	120	120			
2301 Postage	126,600	126,600			
2310 Local Telephone	57,500	57,500			
2320 Long Distance Telephone	39,200	39,200			
2321 Long Distance Telephone - Data Comm.	19,000	19,000			
2410 Printing, General	15,650	16,250	600		600
2430 Photoduplication	88,895	98,495	3,600	6,000	9,600
2501 Other Services, Miscellaneous	16,700	17,900	1,200		1,200
2515 Services of Other Agencies	0	6,000		6,000	6,000
2520 Tuition and Training	30,410	32,810	2,400		2,400
2550 Professional & Consultant Services .	21,200	22,100	900		900
2580 Data Base Services	47,800	50,700	2,900		2,900
2680 Miscellaneous Supplies & Materials .	0	220,000		220,000	220,000
Total, Non-personal Services	$ 498,890	$ 744,590	$ 13,700	$ 232,000	$ 245,700

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. CONSTITUENT SERVICES
B. Cataloging Distribution Service

Summary

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions:						
Permanent	132	$ 5,574,663	132	$ 5,574,663		$ ----
Indefinite	(5)	189,734	(5)	189,734		----
	132 (5)	$ 5,764,397	132 (5)	$ 5,764,397		$ ----
(2) Non-personal services:						
Price level		$ 5,311,600		$ 5,311,600		$ ----
		$ 5,311,600		$ 5,311,600		$ ----
Total, Cataloging Distribution Service	132	$11,075,997	132	$11,075,997		$ ----
Less: CDS Receipts		- 7,500,000		- 7,500,000		----
Total Appropriation	132 (5)	$ 3,575,997	132 (5)	$ 3,575,997		$ ----

Price level	+ $	----
Growing workload	+	----
Total	+ $	----

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. CONSTITUENT SERVICES
B. Cataloging Distribution Service

General Statement

Libraries throughout the United States and the world use Library of Congress products to provide ready-made cataloging for their materials, thereby avoiding expensive duplication of effort. Libraries may purchase this data directly from the Cataloging Distribution Service (CDS) on optical disk, computer tape, microfiche, as printed 3" x 5" cards, and in print publications. Many libraries receive the data in the form of a value-added product through a private sector vendor, who may have purchased it from CDS. The Library's machine-readable cataloging (MARC) has become a primary resource in the burgeoning international information industry.

CDS is required by law to charge for its products "a price which will cover their cost plus ten percentum added" (2 U.S.C. 150). This requirement to return cost plus ten percent is interpreted to apply across the sum of all products sold. Thus, on an annual basis, CDS management recommends product prices which, based on projected sales, will fulfill this legislated requirement while meeting or exceeding the earned receipt requirement established through the congressional budget process.

In 1992, the major accomplishments of the Cataloging Distribution Service included the release of the cooperative serials cataloging database on CD-ROM, CDMARC Serials, the popular new print product, Genealogies Cataloged by the Library of Congress Since 1986, and USMARC tape services for: the indexing of the National Translations Center, the Handbook of Latin American Studies, and the Library's nitrate films cataloging.

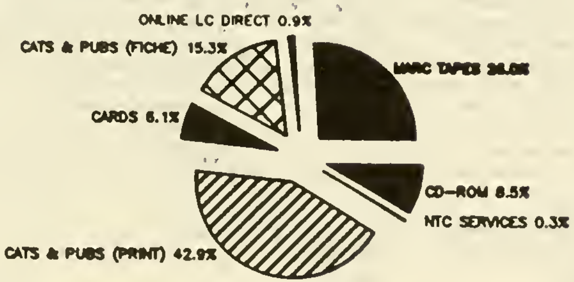
It is projected that sales in fiscal 1994 will be sustained at $7.5 million; therefore, no increase in the earned receipt requirement is requested. Continuing decline in the sales of microfiche and selected magnetic tape products will be offset by: (1) the continued expansion of optical disk (that is, CD-ROM) production and (2) the planned development of new tape distribution services and new print products.

The Library is requesting a total of $11,075,997 in fiscal 1994 to support this program. This includes $7.5 million which will be returned in sales of CDS products and services and $3,575,997 to provide CDS products and services for the Library. No budget increases are requested.

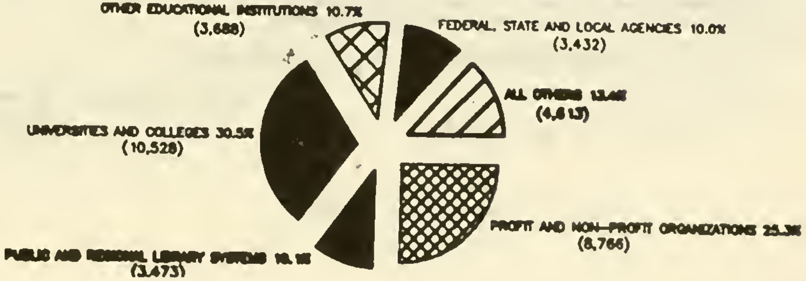
3. CONSTITUENT SERVICES

B. Cataloging Distribution Service

The Cataloging Distribution Service, or CDS, is the distribution arm for the Library's bibliographic and technical data. CDS develops, produces, markets, and distributes products and services of the Library of Congress to the national and international information communities. These products and services include computer tapes, catalog cards, technical publications, computer-output microfiche, optical disks (CD-ROM), the online LC DIRECT service, and translations of scientific literature (NTC). Total sales for 1992 reflect these categories in the following proportions:



In 1992 CDS's active customer base included approximately 34,500 mailing addresses in the United States and abroad. CDS customers represent all segments of the information community, as illustrated by the following chart:



LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. CONSTITUENT SERVICES
B. Cataloging Distribution Service

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
Cataloging Distribution Service	132	$11,075,997	132	$ 11,075,997		
Less: CDS Receipts		- 7,500,000		- 7,500,000		
	132 (5)	$ 3,575,997	132 (5)	$ 3,575,997		

From 1901 to fiscal 1978, the Library returned earned receipts from this program to the Treasury of the United States. All funds necessary to operate the Service were appropriated by the Congress. In 1977, the Senate with the concurrence of the House decided to allow earned receipts to be credited to the appropriation for necessary expenses for the preparation and distribution of catalog cards and other publications of the Library, effective October 1, 1977, and with a ceiling of $6,500,000 (pages 54-55, Senate Report 95-338, accompanying H.R. 7932, Legislative Branch appropriation, 1978). In fiscal 1984, Congress approved a reduction of the ceiling to $4,300,000, based on a substantial decrease in the number of card orders and the transition to computer output microform for some of the Library's major publications. In fiscal 1987, that ceiling was raised to $4,700,000, and since then the ceiling has been raised annually to reach a level of $7,500,000 in fiscal 1993. CDS receipts are based on the legislated requirement to return "cost plus ten percent" across the sum of all products sold to outside customers. Consistent with guidance from the Comptroller General of the United States, cost includes both direct and indirect costs associated with CDS products and services.

In fiscal 1992, Congress approved the Library's request for $622,000 to subsidize the production and sale of catalog cards until CDS's catalog card service could be gradually phased out. Reductions in the fiscal 1993 appropriation have effectively eliminated that subsidy, but CDS has reduced labor costs and streamlined production in order to continue cards services through fiscal 1993. In order to bring catalog cards production costs to a cost-recovery level, the Library must discontinue

3. CONSTITUENT SERVICES

B. Cataloging Distribution Service

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

all unautomated individual cards services by September 30, 1993. Although unautomated cards services constitute only about 12 percent of regular cards service revenues, they consume more than half of regular expenditures. Most of the customers for unautomated cards service also purchase automated cards services for current library materials; with planned cost reductions, CDS will be able to maintain those cards services derived from the automated database without an appropriated fund subsidy. Thus, the largest of the Library's card order services can continue for the foreseeable future.

The Cataloging Distribution Service is anticipating $7.5 million in sales during fiscal 1994. Despite the continuing reductions in the cards program and the declining sales of several of the microform products, other product categories continue to grow. With growing numbers of CD-ROM customers and with several new machine-readable product initiatives, CDS expects to recover the loss of income from declining cards and microfiche sales and sustain sales at the level of $7.5 million.

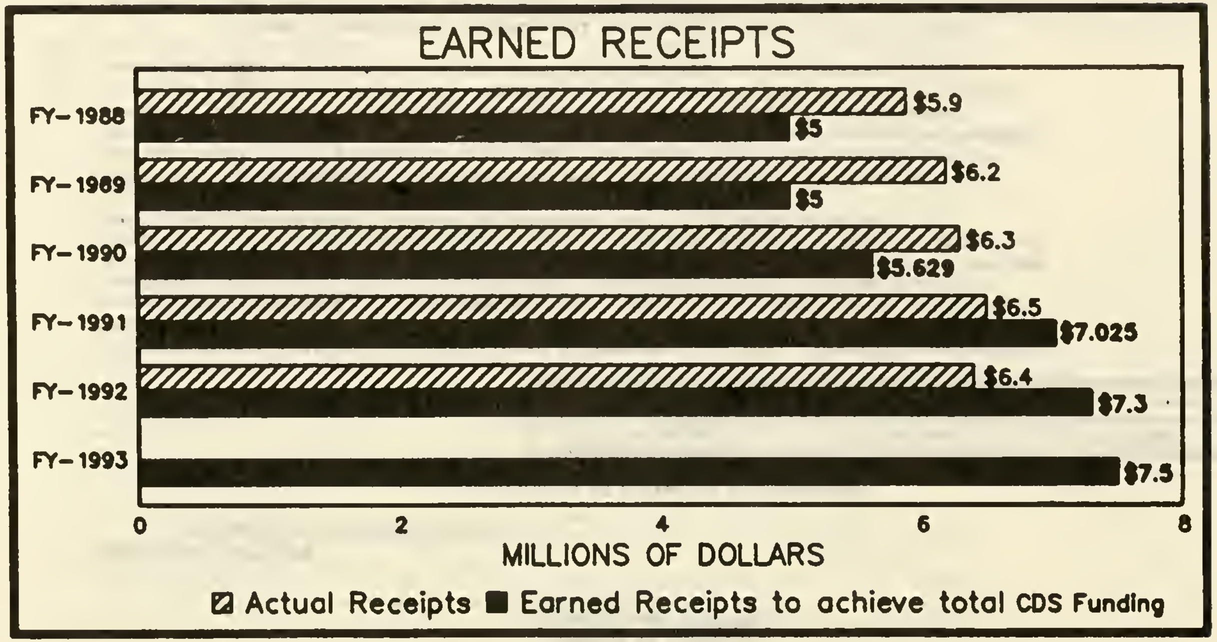
Congress directed that the National Translations Center (NTC) be a self-sustaining operation by fiscal 1992. The NTC was not self-sustaining in fiscal 1992, and we do not believe it will be so in fiscal 1993. However, the Library requests authority to continue this operation through fiscal 1994 to provide more time to develop a customer base for its products or secure private support for continuing its operations. The long-term importance of this effort for international competitiveness compels the Library to request this extension. It is projected that CDS marketing efforts for other products will replace NTC revenues if income from that service does not increase. We anticipate sufficient flexibility in the $7.5 million earned receipt projection to allow for a larger NTC revenue if marketing of NTC products is more successful than expected in fiscal 1994.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. CONSTITUENT SERVICES
   B. Cataloging Distribution Service

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount



LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. CONSTITUENT SERVICES
B. Cataloging Distribution Service

Additional Information

	FY 1993 Budget	FY 1994 Estimate	1994 Increase		
			Price Level	Growing Workload	Total
2101 Regular Travel	$ 38,100	$ 38,100	$	$	$
2102 Attendance at Meetings	11,300	11,300			
2103 Local Travel	200	200			
2108 Travel - User Group	9,650	9,650			
2201 Transportation of Things	10,050	10,050			
2204 Transportation - UPS	300,000	300,000			
2301 Postage	375,000	375,000			
2303 Postage - Overseas Mail Drop	64,500	64,500			
2310 Local Telephone	44,300	44,300			
2320 Long Distance Telephone	20,000	20,000			
2327 Teletype, etc.	1,600	1,600			
2330 Rental of Equipment	205,200	205,200			
2340 Rental of Computer Software	200,000	200,000			
2360 Rental, Miscellaneous	16,500	16,500			
2410 Printing, General	22,700	22,700			
2412 Card Printing	150,000	150,000			
2420 Printing, Publications	1,753,000	1,753,000			
2422 National Union Catalog	425,300	425,300			
2424 CD-ROM	300,000	300,000			
2430 Photoduplication	2,600	2,600			
2440 Offset Reproduction	10,000	10,000			

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. CONSTITUENT SERVICES
B. Cataloging Distribution Service

Additional Information (continued)

	FY 1993 Budget	FY 1994 Estimate	1994 Increase		
			Price Level	Growing Workload	Total
2501 Other Services, Miscellaneous	$ 350,908	$ 350,908	$	$	$
2516 Services of LC	286,592	286,592			
2520 Tuition and Training	60,800	60,800			
2540 Security Investigations	800	800			
2550 Professional & Consultant Services .	50,000	50,000			
2560 Maintenance & Repair to Equipment ..	193,400	193,400			
2563 Maintenance of Computer Software ...	100,000	100,000			
2580 Data Base Services	10,000	10,000			
2601 Office Supplies	140,100	140,100			
2610 Computer Software	50,000	50,000			
2611 Automation Supplies	104,000	104,000			
2613 Automation Supplies - System Manuals	3,000	3,000			
2650 Pamphlets and Documents	2,000	2,000			
TOTAL, Non-personal services	$ 5,311,600	$ 5,311,600	$	$	$

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. LAW LIBRARY

Summary

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions						
Permanent	99	$ 5,020,216	107	$ 5,282,686	+ 8	+ $ 262,470
Indefinite	(1)	26,068	(1)	26,068		----
	99 (1)	$ 5,046,284	107 (1)	$ 5,308,754	+ 8	+ $ 262,470
(2) Non-personal services:						
Price level		$ 163,665		$ 171,465		+ $ 7,800
Growing workload				15,000		+ 15,000
		$ 163,665		$ 186,465		+ $ 22,800
Total, Law Library	99 (1)	$ 5,209,949	107 (1)	$ 5,495,219	+ 8	+ $ 285,270

Price level		+ $ 7,800
Growing workload	+ 8	+ 277,470
Total		+ $ 285,270

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. LAW LIBRARY

General Statement

The Law Library is the only comprehensive legal research library of the United States Government. Its staff, who are competent in a total of over 50 official languages and many of whom hold American and foreign bar membership, provide direct research service to Congress in foreign, international, and comparative law and support the Congressional Research Service in American law.

In addition to Members and Committees of Congress, the Law Library staff also provides officers of the legislative branch, Justices of the Supreme Court and other judges, members of the Departments of State and Justice, and other federal agencies with bibliographic and informational services, background papers, comparative legal studies, legal interpretations, and translations. Furthermore, insofar as its congressional priorities permit, the Law Library makes collections and services available to a diverse community of users--the foreign diplomatic corps, international organizations, members of the bench and bar, educational institutions, nongovernmental libraries, legal service organizations, and the general public.

In fiscal 1994, the Law Library seeks funding for three (3) positions necessary to build the information infrastructure to support a decreasing number of foreign legal specialist serving Congress with legal research on multiple, difficult-to-cover jurisdictions. Also, as a means of insuring that the integrity of its collections and the services dependent on them are preserved, the Law Library requests five (5) positions to implement its part of the Library's security plan. Thus, the Library requests a total of $5,495,219 for the Law Library: $262,470 for 8 positions, $7,800 for price level increases, and $15,000 for growing workload increases in non-personal services.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. LAW LIBRARY

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions	99	$ 5,046,284	107	$ 5,308,754	+ 8	+ $ 262,470
A. 1 GS-13 Computer Specialist					+ 1	+ $ 61,146
B. 2 GS-11 Research Analysts @ $42,903					+ 2	+ $ 85,806

A. 1 GS-13 Computer Specialist

In order to fully utilize and disseminate the online *Hispanic Law Index* dating back to 1970, the Law Library requires day-to-day computer support. The only automation professional in a service unit of over 80, this person will provide on-site management of a Local Area Network (LAN), adapt off-the-shelf technology for electronic imaging, provide on-site Internet expertise, manage pilot projects with the Mexican Parliament and Brazilian Court of Appeals, train staff to use technology in their daily work, connect them to foreign data bases, and develop tracking and other management systems.

B. 2 GS-11 Research Analysts @ $42,903

In order to serve Congress with increasingly limited research resources, the Law Library is extending the indexing and abstracting methodology developed for the *Hispanic Law Index* to jurisdictions in which single specialists must track the law of up to 21 jurisdictions. In this way English language directories to foreign law also become available as a computerized byproduct for other government agencies, researchers, and the public. These analysts also perform a liaison function with international agencies and in-country specialists whom we hope to encourage to participate in this work as we build an *International Legal Information Network* cooperatively. They build and maintain thesauri, participate in standards setting, and train others. In order to do this work, they must also build the underlying collection to be indexed, either in paper or electronically.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. LAW LIBRARY

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(1) Positions (continued)

C. The following positions are being requested to enable the Law Library to implement the Library's plan to institute new security measures to protect collections in its Divisions, Reading Rooms and stack areas .... + 5 + $ 115,518

1. 3 GS-06 Reading Room Monitors @ $26,084 .... + 3 + $ 78,252

These positions are required to employ security surveillance cameras, patrol the Reading Room, manage the Microtext Reading Room, make copies in microfilm, electronics, and paper to preserve the collections and to handle reader registration in the Law Library Reading Room.

2. 2 GS-03 Deck Attendants @ $18,633 .... + 2 + $ 37,266

These positions are required to provide support services related to the Law Library's security program by performing the following tasks:

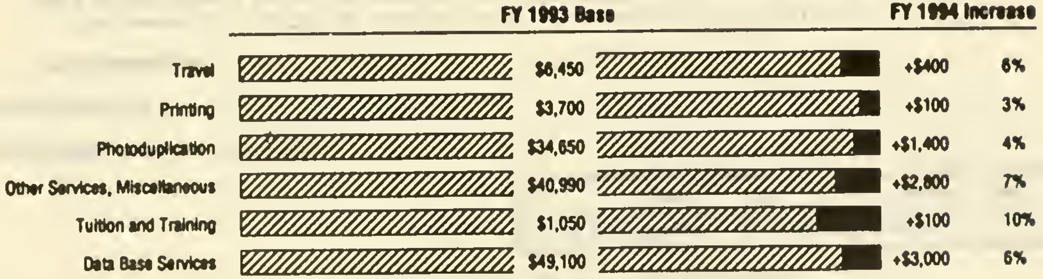
- To operate the electronic access system for the stacks.
- Install security strips in volumes of the retrospective collections.
- Staff the book paging station and perform book charging functions.
- Retrieve books from closed stacks.
- Execute the deck pass system and provide escort service in the stacks.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. LAW LIBRARY

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
(3) Non-personal services		$ 163,665		$ 186,465		+ $ 22,800
Price level						+ $ 7,800



LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. LAW LIBRARY

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(2) Non-personal services (continued)

Growing Workload .... + $ 15,000

Photoduplication .... + $15,000

To provide funding for the lease of three additional photocopy machines (so that every division has a copier and users do not need to physically remove materials from the research divisions for photocopying). Reconfiguration of the Law Library's complex is being studied as a means of enhancing security by centralizing location/use of the five research divisions collections. Patrons must now remove material from the Divisions in order to use public photocopier machines located some distance away in the Law Library Reading Room. With photocopy machines in the Divisions, patrons will be able to photocopy materials on-site, thus reducing the potential for mutilation and/or theft.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. LAW LIBRARY

Additional Information

			Salaries	Benefits	Total
New positions requested					
1	GS-13	Computer Specialist	$ 47,920	$ 13,226	$ 61,146
2	GS-11	Research Analysts @ 33,623	67,246	18,560	85,806
3	GS-06	Reading Room Monitors @ $20,442	61,326	16,926	78,252
2	GS-03	Deck Attendants @ $14,603	29,206	8,060	37,266
8		Total, new positions requested	$ 205,698	$ 56,772	$ 262,470

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. LAW LIBRARY

Additional Information

	FY 1993 Budget	FY 1994 Estimate	1994 Increase		
			Price Level	Growing Workload	Total
2101 Regular Travel	$ 2,750	$ 2,950	$ 200	$	$ 200
2102 Attendance at Meetings	3,700	3,900	200		200
2103 Local Travel	100	100			
2106 Acquisitions Travel	600	600			
2201 Transportation of Things	350	350			
2301 Postage	5,000	5,000			
2310 Local Telephone	14,500	14,500			
2320 Long Distance Telephone	4,900	4,900			
2327 Teletype, etc.	550	550			
2330 Rental of Equipment	1,000	1,000			
2410 Printing, General	3,700	3,800	100		100
2430 Photoduplication	34,650	51,050	1,400	15,000	16,400
2501 Other Services, Miscellaneous	40,990	43,790	2,800		2,800
2520 Tuition and Training	1,050	1,150	100		100
2550 Professional & Consultant Services .	725	725			
2580 Data Base Services	49,100	52,100	3,000		3,000
Total, Non-personal Services	$ 163,665	$ 186,465	$ 7,800	$ 15,000	$ 22,800

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

5. CULTURAL AFFAIRS

Summary

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
A. Basic						
(1) Positions	56	$ 3,171,082	56	$ 3,171,082		$ ----
(2) Non-personal services		1,074,005		1,334,305	+	260,300
Total, Basic	56	$ 4,245,087	56	$ 4,505,387	+	$ 260,300
B. American Folklife Center						
(1) Positions	16	$ 909,897	16	$ 978,308	+	$ 68,411
(2) Non-personal services		197,003		204,203	+	7,200
	(10)		(10)			
Total, American Folklife Center	16	$ 1,106,900	16	$ 1,182,511	+	$ 75,611
C. Columbus Quincentenary Program						
(1) Positions		$ 81,000		$ 0	-	$ 81,000
(2) Non-personal services		125,500		0	-	125,500
Total, Columbus Quincentenary Program ...		$ 206,500		$ 0	-	$ 206,500
Total, Cultural Affairs	72	$ 5,558,487	72	$ 5,687,898	+	$ 129,411
	(10)		(10)			

Mandatory	+	$ 68,411
Price level	+	42,500
Growing workload	+	18,500
Total	+	$ 129,411

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

5. CULTURAL AFFAIRS
   A. Basic

Summary

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions	56	$ 3,171,082	56	$ 3,171,082		$ ----
(2) Non-personal services:						
Price level		$ 1,074,005		$ 1,109,305		+ $ 35,300
Growing workload		----		225,000		+ 225,000
		$ 1,074,005		$ 1,334,305		+ $ 260,300
Total, Basic	56	$ 4,245,087	56	$ 4,506,387		+ $ 260,300

Price level	+ $ 35,300
Growing workload	+ 225,000
Total	+ $ 260,300

5. CULTURAL AFFAIRS
A. Basic

General Statement

The Cultural Affairs Service Unit contributes directly to the nation's educational and intellectual life through programs that interpret the Library's resources and promote the use of its unparalleled collections. Ten organizational units are combined to accomplish this purpose including the American Folklife Center, the Center for the Book, the Office of Education Services, the Global Library Project, and the Offices of Communications (Public Affairs and Publishing), Development, Interpretive Programs, Scholarly Programs, Poetry and Literature, and Special Events and Public Programs.

The Service Unit's major programs and services aim to achieve the following Library-wide objectives:

(1) to maintain and encourage contributions to the creative and educational life of the nation through exhibitions, interpretive programs, multi-media projects, public events, symposia, lectures, publications, and encourage research in the Library's collections; (2) to share the Library's unique resources and cultural identity with an expanding audience through partnerships with the government and private sector and with national, state, and local organizations; (3) to encourage cultural and educational programs that benefit librarians, educators, scholars, and government officials, and citizens throughout the nation and the world via electronic dissemination of information, by traveling exhibits to venues throughout the country, and other means; (4) to encourage programs and projects that increase interaction between Library of Congress staff members and professional associations, scholars, Members of Congress and their staffs, and potential donors; (5) and to improve internal communication among Library staff members and communication outside the Library with well-defined audiences and constituencies.

It is within this context that the Cultural Affairs Service Unit is requesting additional resources of $260,300 in fiscal 1994. $35,300 is necessary for price level increases to maintain existing services; $225,000 will enable the Library to begin a seven-year program during which the Congress and the American people can celebrate the 200th anniversary of the founding of their library in the year 2000. Built on Thomas Jefferson's vision that democracy requires a well informed legislature and citizenry, the Library of Congress will broaden access to its collections, promote learning and literacy as civic virtues and economic necessities, and help foster a common sense among all Americans of national achievement and individual opportunity. Through national outreach programs and new technology, cultural, educational, and celebratory events and activities will reach citizens from all areas of the country. The House and Senate historical offices will collaborate in these efforts. The request represents no significant budgetary increase as it builds upon the widely praised, five year Columbus Quincentenary program which was completed in fiscal 1993.

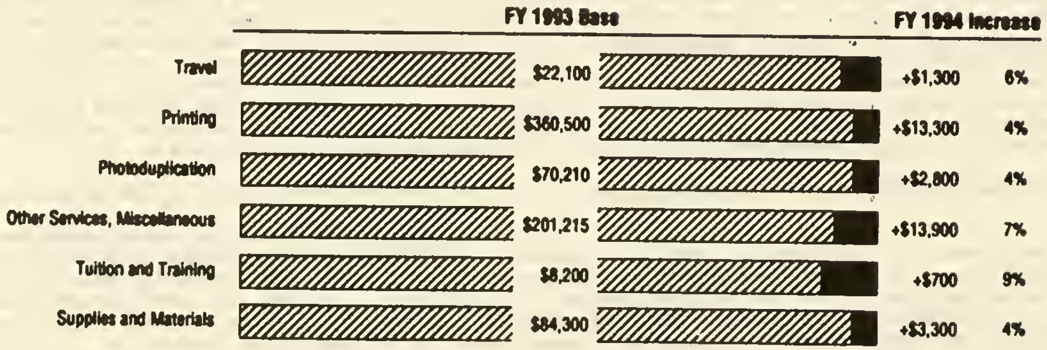
The Library is requesting a total of $4,505,387 to support these activities in fiscal 1994. This represents an increase of $260,300 for non-personal services.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

5. CULTURAL AFFAIRS
   A. Basic

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
(2) Non-personal services		$1,074,005		$1,334,305		+ $ 260,300
Price level						+ $ 35,300



9. CULTURAL AFFAIRS
   A. Basic

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(2) Non-personal Services (continued)

Growing Workload .... + $ 225,000

The Library of Congress Bicentennial Project

2420	Printing, Publications	+ $ 75,000
2430	Photoduplication	+ 15,000
2501	Other Services, Miscellaneous	+ 68,500
2550	Professional and Consultant Services	+ 20,000
2660	Exhibit Supplies	+ 46,500
		+ $225,000

The Library of Congress' seven year bicentennial effort offers a dramatic opportunity for the Congress and its Library to re-emphasize the legislative branch's commitment to the ideal of knowledge based democracy for all citizens. The Library wishes to complete its bicentennial planning and begin implementation in fiscal 1994.

The Congress' generosity in restoring the Library's Jefferson Building to its original magnificence makes it possible to use the building, starting in fiscal 1995, as an inspiration and educational experience for thousands of visitors to Capitol Hill. The Library plans to celebrate the cultural legacy of America and the entire world, inspire an appreciation of the central role of learning for citizens participating in the democratic process, and encourage the use of knowledge to create a more competitive, productive American future.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

5. CULTURAL AFFAIRS
A. Basic

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(2) Non-personal Services - Growing Workload (continued)

The Library of Congress Bicentennial Project (continued)

Specifically, through guided and self-guided tours, exhibits and displays, brochures, and audio-visual presentations, visiting constituents will receive a deeper understanding of libraries, the Library of Congress, and Congressional support for an American future grounded in information and knowledge. Specialized orientation sessions will be available to visiting educators. To the fullest possible extent, on-site programs and materials will be distributed electronically beyond Washington.

Beginning our bicentennial celebrations by making maximum use of the Jefferson Building supports the first phase--emphasizing the artifactual collections--of the Library's long range plan, and lays the groundwork for the second, disseminating the collections via emerging new technologies.

$75,000 is needed to establish a National Bicentennial Advisory Board, to include members of Congress, which will assist in planning bicentennial programs, materials, and events; to develop a professional seven year plan that will involve cultural, educational, and historical institutions and the private sector in the celebrations; to provide seed money to support private-sector fundraising.

$85,000 is needed to develop a brochure and prepare audio-visual and tour materials in preparation for the 1995 re-opening of the Jefferson Building. These materials will support an expanded volunteer program.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

5. CULTURAL AFFAIRS
A. Basic

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(2) Non-personal Services - Growing Workload (continued)

The Library of Congress Bicentennial Project (continued)

$65,000 will be used to pilot new on-site educational and cultural orientation programs for educators at the Library that will encourage use of Library primary documents to teach American history, civic responsibility and critical thinking, and to extend their reach electronically; and to conduct educational and scholarly programming that increases the impact of the Washington/Jefferson U.S. Capitol bicentennial exhibit.

The Library of Congress Bicentennial Project represents only a net $18,500 increase for growing workload as $206,500 is being reduced from the Cultural Affairs base as the Columbus Quincentenary Program phases out in fiscal 1993.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

5. CULTURAL AFFAIRS
A. Basic

Additional Information

	FY 1993 Budget	FY 1994 Estimate	1994 Increase		
			Price Level	Growing Workload	Total
2101 Regular Travel	$ 16,550	$ 17,550	$ 1,000	$	$ 1,000
2102 Attendance at Meetings	5,550	5,850	300		300
2103 Local Travel	390	390			
2201 Transportation of Things	37,000	37,000			
2301 Postage	200,000	200,000			
2303 Postage - Overseas Mail Drop	25,000	25,000			
2310 Local Telephone	13,660	13,660			
2320 Long Distance Telephone	10,430	10,430			
2410 Printing, General	60,500	62,700	2,200		2,200
2420 Printing, Publications	300,000	386,100	11,100	75,000	86,100
2430 Photoduplication	70,210	88,010	2,800	15,000	17,800
2501 Other Services, Miscellaneous	201,215	283,615	13,900	68,500	82,400
2520 Tuition and Training	8,200	8,900	700		700
2550 Professional & Consultant Services	40,000	60,000		20,000	20,000
2610 Computer Software	500	500			
2650 Pamphlets and Documents	500	500			
2660 Exhibit Supplies	80,300	130,000	3,200	46,500	49,700
2680 Miscellaneous Supplies & Materials	4,000	4,100	100		100
Total, Non-personal Services	$ 1,074,005	$ 1,334,305	$ 35,300	$ 225,000	$ 260,300

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

5. CULTURAL AFFAIRS
B. American Folklife Center

Summary

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions:						
Permanent	16	$ 866,897	16	$ 866,897		$ ----
Special and Temporary	(10)	43,000	(10)	43,000		----
Mandatory Items		----		68,411	+	68,411
	16	$ 909,897	16	$ 978,308		+ $ 68,411
	(10)		(10)			
(2) Non-personal services:						
Price level		$ 197,003		$ 204,203		+ $ 7,200
Growing workload		----		----		----
		$ 197,003		$ 204,203		+ $ 7,200
Total, American Folklife Center	16	$ 1,106,900	16	$ 1,182,511		+ $ 75,611
	(10)		(10)			

Mandatory items	+ $ 68,411
Price level	+ 7,200
Growing workload	+ 0
Total	+ $ 75,611

Authorization: Fiscal 1993 $1,120,000

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

5. CULTURAL AFFAIRS
B. American Folklife Center

General Statement

The American Folklife Center has developed a national reputation by initiating field documentation and demonstration projects with extensive public impact in various regions of the country; by inaugurating a broad spectrum of publications, reaching not only the scholarly world but all people and organizations concerned with grassroots culture; and by consultation in assistance to folk cultural efforts at the state and regional level. The Center's Archive of Folk Culture manages the nation's most important archival collection of folk music and folklore and provides extensive day-to-day reference assistance to researchers and the general public.

Key objectives for fiscal 1994 are: (1) cooperate with folklorists and archivists to develop national standards for folklore documentation and archiving; (2) establish a more formal program of assistance to the public sector folklife network; and (3) modestly expand the Center's public events series and strengthen the acquisitions program for the Archive of Folk Culture.

The Library is requesting a total of $1,182,511 to support these activities in fiscal 1994. This represents an increase of $68,411 for mandatory items and $7,200 is for non-personal services. The Center's authorization (P.L. 102-399) expires at the end of fiscal 1993, and the Library intends to seek reauthorization for fiscal 1994 and subsequent years.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

5. CULTURAL AFFAIRS
B. American Folklife Center

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions	16	$ 909,897	16	$ 978,308		+ $ 68,411
A. Mandatory increases						+ $ 68,411
(1) Ingrades						+ $ 8,111

Funds are requested to cover ingrades.

Salaries	$ 6,816
Personnel benefits	1,295
	$ 8,111

(2) Annualization of 1993 pay raise	+ $ 12,800

This increase is necessary to provide for annualization of the 1993 pay raise, effective January 1993.

Salaries	$ 10,800
Personnel benefits	2,000
	$ 12,800

(3) Funding for January 1994 pay raise	+ $ 23,300

This increase is necessary to provide for a 2.2 percent pay raise effective January 1994.

Salaries	$ 19,700
Personnel benefits	3,600
	$ 23,300

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

5. **CULTURAL AFFAIRS**
B. **American Folklife Center**

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

A. Positions - Mandatory increases (continued)

(4) Funding for January 1994 locality pay .... + $ 24,200

This increase is necessary to provide for a 2.9 percent locality pay increase effective January 1994.

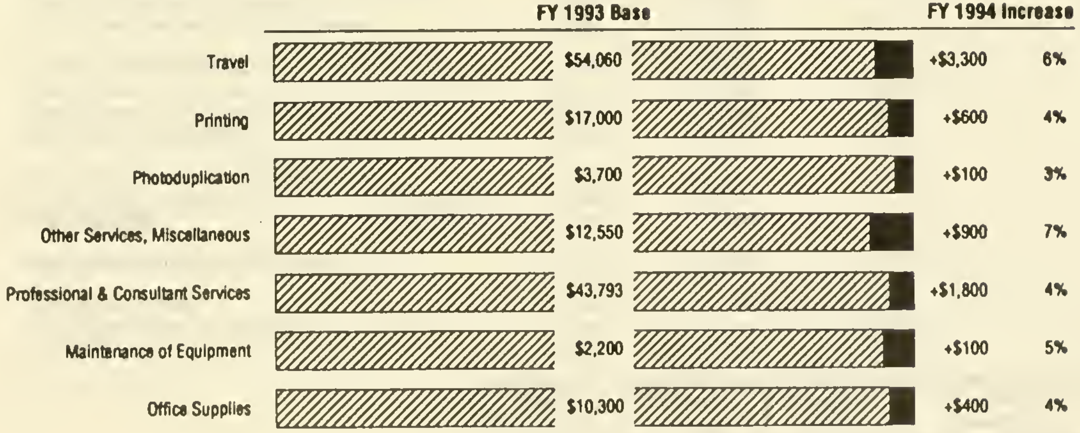
Salaries	$ 20,500
Personnel benefits	3,700
	$ 24,200

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

5. CULTURAL AFFAIRS
B. American Folklife Center

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
(2) Non-personal services		$ 197,003		$ 204,203		+ $ 7,200
Price level						+ $ 7,200



LIBRARY OF CONGRESS
SALARIES AND EXPENSES

5. CULTURAL AFFAIRS
B. American Folklife Center

Additional Information

	FY 1993 Budget	FY 1994 Estimate	1994 Increase		
			Price Level	Growing Workload	Total
2101 Regular Travel	$ 51,500	$ 54,600	$ 3,100	$	$ 3,100
2102 Attendance at Meetings	2,560	2,760	200		200
2103 Local Travel	200	200			
2201 Transportation of Things	1,400	1,400			
2301 Postage	16,900	16,900			
2310 Local Telephone	4,100	4,100			
2320 Long Distance Telephone	10,000	10,000			
2410 Printing, General	2,200	2,300	100		100
2420 Printing, Publications	14,800	15,300	500		500
2430 Photoduplication	3,700	3,800	100		100
2440 Offset Reproduction	6,200	6,200			
2501 Other Services, Miscellaneous	12,550	13,450	900		900
2520 Tuition and Training	1,000	1,000			
2550 Professional & Consultant Services	43,793	45,593	1,800		1,800
2560 Maintenance & Repair to Equipment	2,200	2,300	100		100
2570 Performance Fees	4,200	4,200			
2601 Office Supplies	10,300	10,700	400		400
2680 Miscellaneous Supplies & Materials	100	100			
3100 Books and Library Materials	200	200			
3111 Sound Reproductions	2,000	2,000			
3140 Equipment	7,100	7,100			
Total, Non-personal Services	$ 197,003	$ 204,203	$ 7,200	$	$ 7,200

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

5. CULTURAL AFFAIRS
C. Columbus Quincentenary Program

Summary

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions		$ 81,000		$ 0		- $ 81,000
(2) Non-personal services:						
Price level		$ 125,500		$ 0		- $ 125,500
Growing workload		----		----		----
		$ 125,500		$ 0		- $ 125,500
Total, Columbus Quincentenary Program		$ 206,500		$ 0		- $ 206,500

Price level	- $ 0
Growing workload	- 206,500
Total	- $ 206,500

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

5. CULTURAL AFFAIRS
C. Columbus Quincentenary Program

Additional Information

	FY 1993 Budget	FY 1994 Estimate	1994 Decrease		
			Price Level	Growing Workload	Total
2101 Regular Travel	$ 2,100	$ 0	$	- $ 2,100	- $ 2,100
2420 Printing, Publications	15,900	0		- 15,900	- 15,900
2430 Photoduplication	3,500	0		- 3,500	- 3,500
2550 Professional & Consultant Services	104,000	0		- 104,000	- 104,000
Total, Non-personal Services	$ 125,500	$ 0	$	- $ 125,500	- $ 125,500

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES

Summary

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
A. Office of the Librarian						
(1) Positions	106	$ 7,587,795	109	$ 7,771,233	+ 3	+ $ 183,438
(2) Non-personal services		758,001		792,271		+ 34,270
Total, Office of the Librarian	106	$ 8,345,796	109	$ 8,563,504	+ 3	+ $ 217,708
B. Human Resources Services (HRS)						
(1) Positions	101	$ 4,951,630	110	$ 6,036,320	+ 9	+ $1,084,690
(2) Non-personal services		1,348,419		1,382,419		+ 34,000
Total, Human Resources Services	101	$ 6,300,049	110	$ 7,418,739	+ 9	+ $1,118,690
	(5)		(5)			
C. Integrated Support Services						
(1) Positions	375	$14,204,153	378	$14,530,490	+ 3	+ $ 326,337
(2) Non-personal services		4,616,465		5,224,015		+ 607,550
Total, Integrated Support Services	375	$18,820,618	378	$19,754,505	+ 3	+ $ 933,887
			(1)		(+ 1)	

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. MANAGEMENT SUPPORT SERVICES

Summary (continued)

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
D. Building Rental - Off Capitol Hill						
(1) Positions		$ ----		$ ----		+ $ ----
(2) Non-personal services		5,691,100		3,025,500		- 2,665,600
Total, Building Rental - Off Capitol Hill		$ 5,691,100		$ 3,025,500		- $2,665,600
E. LC Special Facilities Center						
(1) Positions	1	$ 23,794	1	$ 46,677		+ $ 22,883
(2) Non-personal services		136,500		295,294		+ 158,794
Total, LC Special Facilities Center	1	$ 160,294	1	$ 341,971		+ $ 181,677
F. Automation						
(1) Positions	204	$12,632,641	204	$12,632,641		+ $ ----
(2) Non-personal services		14,902,363		16,628,063		+ 1,725,700
Total, Automation	204 (6)	$27,535,004	204 (6)	$29,260,704		+ $1,725,700

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES

Summary (continued)

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
G. Special Projects						
(1) Positions	25	$ 1,507,781	25	$ 1,507,781	+	$ ----
(2) Non-personal services		149,311		156,011		+ 6,700
Total, Special Projects	25	$ 1,657,092	25	$ 1,663,792		+ $ 6,700
H. Science and Technology Information						
(1) Positions	3	$ 225,187	5	$ 315,657	+ 2	+ $ 90,470
(2) Non-personal services		----		171,100		+ 171,100
Total, Science and Technology Information	3	$ 225,187	5	$ 486,757	+ 2	+ $ 261,570
Total, Management Support Services	815 (11)	$68,735,140	832 (12)	$70,515,472	+ 17 (+ 1)	+ $1,780,332

Annualization of position	+	$ 22,883
Price level	+	975,470
Growing workload + 17 (18) (1)	+	781,979
Total	+	$1,780,332

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICE
A. Office of the Librarian

Summary

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions	106	$ 7,587,795	109	$ 7,771,233	+ 3	+ $ 183,438
(2) Non-personal services:						
Price level		$ 758,001		$ 792,271		+ $ 34,270
Growing workload		----		----		----
		$ 758,001		$ 792,271		+ $ 34,270
Total, Office of the Librarian	106	$ 8,345,796	109	$ 8,563,504	+ 3	+ $ 217,708

Price level		+ $ 34,270
Growing workload	+ 3	+ 183,438
Total		+ $ 217,708

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
A. Office of the Librarian

General Statement

The Office of the Librarian is responsible for administering all the programs that enable the Library of Congress to carry out its mission, which is:

> To sustain, to celebrate and to preserve for future generations a universal collection of knowledge and creativity. It seeks to serve and inspire a free people by:
>
> - making the Library's resources available and useful to the Congress of the United States in ever more efficient ways;
> - assembling, organizing, and making a universal collection of human knowledge and expression, increasingly accessible and useful to the American people and their libraries; and
> - encouraging and celebrating free intellectual creativity by all people in all subjects.

The Office of the Librarian consists of the Librarian of Congress and his staff, the Congressional Services Team, the Office of the General Counsel, the Office of the Inspector General, the Personnel Security Office, and the Financial Services Directorate, which have Library-wide responsibility for Congressional relations, legal counsel, auditing and investigating, personnel security, and the centralized accounting, budget and disbursing activities for all of the Library's appropriations, gift and trust funds, and reimbursable activities.

The Office of the Librarian also provides direction for the American Memory project, the Library's pioneering effort to share its unique collections with the nation's schools and libraries via new electronic technology, through the Senior Advisor for Multimedia Activities. Project staff will continue to prepare collections for future distribution and will refine distribution options in fiscal 1994, the fifth year of the six-year pilot.

The Library is requesting a total of $8,563,504 to support this activity in fiscal 1994. This represents an increase of $183,438 for personal services and a price level increase of $34,270 for non-personal services.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. MANAGEMENT SUPPORT SERVICES
A. Office of the Librarian

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions	106	$ 7,587,795	109	$ 7,771,233	+ 3	+ $ 183,438

To enhance the security of the staff, collections, and fiscal resources of the Library:

	No.	Amount
1 GS-13 Investigator	+ 1	+ $ 61,146

The Office of the Inspector General, through its audit and investigative programs, provides security oversight of the Library's financial, programmatic, and operational activities. The Library's assets are safeguarded through internal control reviews and investigations into the conduct of Library employees. The number of cases of fraud, management abuse, and conflict of interest reported to the Office of the Inspector General has increased 75% a year for the past three years. An investigator is needed to investigate allegations of impropriety against Library managers, conflict of interest, and misuse or embezzlement of Library funds and to bring them to a timely conclusion. With the recent installation of an Office of the Inspector General "hotline", the office expects the number of allegations regarding impropriety and wrongdoing will increase significantly and that the number and type of cases will exceed those which can be handled by the office's single investigator.

	No.	Amount
2 GS-13 Systems Accountants @ $61,146	+ 2	+ $ 122,292

The General Accounting Office (GAO) stated in its August 1991 report (First Audit of the Library Discloses Significant Problems, AFMD 91-13) that "many of the problems in the Library's financial management operations are wide-ranging and will require a sustained effort and additional resources over a number of years before they are fully corrected". The Library agrees with GAO that additional resources are an essential part of correcting the Library's longstanding financial management problems.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
A. Office of the Librarian

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(1) Positions (continued)

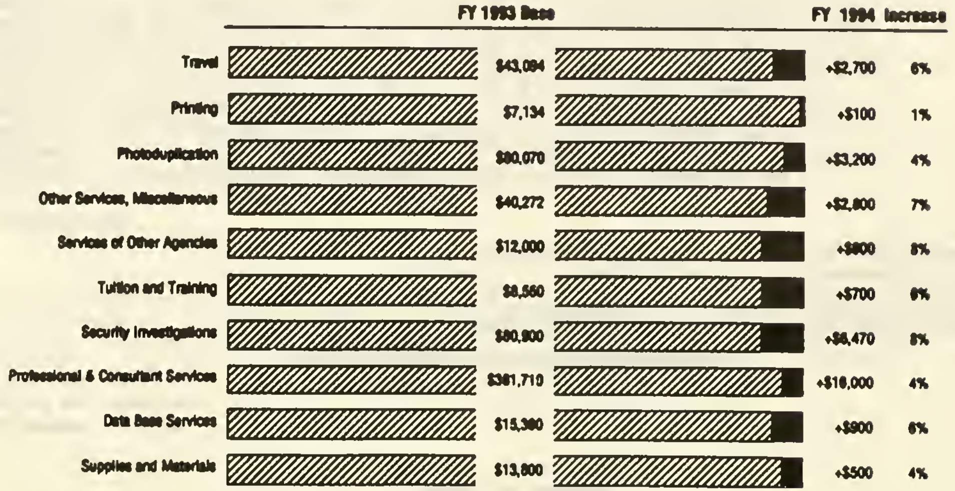
Specifically, we need additional professional staff to finalize plans for the improvement of the Library's Financial Accounting and Reporting System and assist with implementation of an improved system. In addition, the systems accountants will support the documentation of FHS procedures and assist the Library's service units in complying with federal accounting standards. These two positions are part of the implementation team required to implement successfully a modern, integrated accounting system. The implementation team is led by Library staff and is supported by contractors with expert knowledge of the specific financial system being implemented. (Please refer to the Automation program element for a further explanation of this effort.)

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
A. Office of the Librarian

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
(2) Non-personal services		$ 758,001		$ 792,271		+ $ 34,270
Price level						+ $ 34,270



LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
A. Office of the Librarian

Additional Information

New positions requested	Salaries	Benefits	Total
1 GS-13 Investigator	$ 47,920	$ 13,226	$ 61,146
2 GS-13 Systems Accountants @ $47,920	95,840	26,452	122,292
3 Total, new positions requested	$ 143,760	$ 39,678	$ 183,438

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. MANAGEMENT SUPPORT SERVICES
A. Office of the Librarian

Additional Information

	FY 1993 Budget	FY 1994 Estimate	1994 Increase		
			Price Level	Growing Workload	Total
2101 Regular Travel	$ 37,790	$ 40,090	$ 2,300	$	$ 2,300
2102 Attendance at Meetings	5,304	5,704	400		400
2103 Local Travel	590	590			
2201 Transportation of Things	2,000	2,000			
2301 Postage	32,110	32,110			
2310 Local Telephone	24,211	24,211			
2311 Local Telephone - Data Comm.	217	217			
2320 Long Distance Telephone	11,884	11,884			
2330 Rental of Equipment	1,100	1,100			
2410 Printing, General	7,134	7,234	100		100
2430 Photoduplication	80,070	83,270	3,200		3,200
2501 Other Services, Miscellaneous	40,272	43,072	2,800		2,800
2515 Services of Other Agencies	12,000	12,900	900		900
2520 Tuition and Training	8,550	9,250	700		700
2540 Security Investigations	80,900	87,370	6,470		6,470
2550 Professional & Consultant Services	381,719	397,719	16,000		16,000
2580 Data Base Services	15,380	16,280	900		900
2601 Office Supplies	2,000	2,100	100		100
2610 Computer Software	2,500	2,500			
2650 Pamphlets and Documents	350	350			
2680 Miscellaneous Supplies & Materials	11,800	12,200	400		400
3100 Books and Library Materials	120	120			
Total, Non-personal Services	$ 758,001	$ 792,271	$ 34,270	$	$ 34,270

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES

B. Human Resources Services (HRS)

Summary

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions:						
Permanent	101	$ 4,792,182	110	$ 5,264,686	+ 9	+ $ 472,514
Unfinenced		----		612,176	(12)	+ 612,176
Indefinite	(5)	159,448	(5)	159,448		+ ----
	101 (5)	$ 4,951,630	110 (5)	$ 6,036,320	+ 9	+ $1,084,690
(2) Non-personal services:						
Price level		$ 1,348,419		$ 1,382,419		+ $ 34,000
Total, Human Resources Services	101 (5)	$ 6,300,049	110 (5)	$ 7,418,739	+ 9	+ $1,118,690

Price level		+ $ 34,000
Growing workload	(12) + 9	+ 1,084,690
Total		+ $1,118,690

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. **MANAGEMENT SUPPORT SERVICES**
   H. Human Resources Services (HRS)

General Statement

The mission of Human Resources Services (HRS) is to formulate human resources policies and systems; work with Library service units in planning for, securing, and managing human resources; direct Library programs aimed at cultural and work force diversity; provide alternative, non-adversarial means of resolving disputes; work with Library management to ensure employment practices are both legal and fair; and develop, administer, and evaluate the Library's human resources program.

The Associate Librarian for Human Resources Services (drawing upon a broad spectrum of managerial, administrative, and interpersonal skills) provides general oversight and policy direction to Library programs designed to recruit, maintain, and develop its human resources and to the four organizational units responsible for these programs. The Office of Affirmative Action and Special Programs directs efforts to increase the participation of individuals of diverse backgrounds in all Library programs and activities, analyzes and evaluates policies, practices, and procedures on diverse populations; conducts outreach activities to identify, attract, recruit, and employ individuals from diverse backgrounds; administers affirmative education, training, and development programs; and evaluates the overall effectiveness of the Library's diversity programs. The Dispute Resolution Center provides employees and applicants for employment with an alternative, non-adversarial means of resolving work place disputes. The Equal Employment Opportunity Complaints Office facilitates the resolution of complaints and charges of discrimination, including hearing procedures, and works with Library officers to eliminate all forms of discrimination, directing activities toward that goal. The Human Resources Directorate serves the human resources needs of managers and supervisors arising from daily Library operations; establishes human resources policies, regulations, and programs; takes appropriate personnel actions; administers an integrated personnel/payroll system; advises/represents management on labor relations; designs, develops, and administers training programs and career development programs; and assists employees in resolving work-related and/or behavioral or medical problems that may affect their performance.

The fiscal 1994 budget request for Human Resources Services has three major objectives: (1) improve the Library's human resources system, specifically to ensure equity in all three stages of the competitive selection process (posting, rating, and interviewing); (2) provide funding to maintain current level of service in the area of Human Resources; and (3) to provide sufficient resources to meet statutory requirements with regard to recruitment, review, and analysis in the selection process.

To meet these objectives, Human Resources Services is requesting an increase of $1,118,690. This includes $472,514 to fund 9 new positions and $612,176 to fund the equivalent of 12 unfinanced positions.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. **MANAGEMENT SUPPORT SERVICES**
B. **Human Resources Services (HRS)**

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions	101	$4,951,630	110	$6,036,320	+ 9	+ $ 472,514
Unfinanced positions					(12)	+ 612,176
					+ 9	+ $1,084,690
a. To ensure equity in all three stages of the competitive selection process: posted qualifications stage; rating panel stage; and interview stage					+ 6	+ $ 308,526
					(3)	175,098

The United States District Court for the District of Columbia concluded in its August 14, 1992, Memorandum of Opinion (Howard R. L. Cook, et al., plaintiffs v. James H. Billington, defendant, Civil Action No. 82-0400) that the Library's system for competitively selecting employees for hiring or promotion opportunities during the period 1979 to 1988 was so subjective as to lend itself to discriminatory effects. The Court found that the Library's process of measuring qualifications criteria was "infused throughout with subjectivity" at three stages: (1) the posted qualifications stage; (2) the panel stage; (3) and the interview stage.

In order to address the problems identified by the Court, the Library is requesting additional resources necessary to revamp its employment practices to ensure equity at all stages of the competitive selection process. The success of this initiative is contingent upon funding for 9 positions. These include 6 Human Resources Specialists who will be devoted to qualifications analysis, job analysis, increased panel training and panel guidance, and development of policies and procedures necessary to modify the competitive selection process; 1 Team Leader to oversee the human resources services for Constituent Services and for Cultural Affairs; and 2 Human Resources Specialists to remedy understaffing in Human Resources Operations which--in addition to the new requirements required by the Court--has had an increase in staffing workload since 1989. The current staffing level barely allows for minimum personnel

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. **MANAGEMENT SUPPORT SERVICES**
B. Human Resources Services (HRS)

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(1) Positions (continued)

services. These two positions are critical to meeting increased workload and to meet service unit needs with greater timeliness and efficiency.

6	GS-12 Human Resources Specialists @ $51,421	$ 308,526
[1]	GS-14 Team Leader	72,256
[2]	GS-12 Human Resources Specialists @ $51,421	102,842
6		$ 483,624

b. To provide funding to maintain current level of service in the area of Human Resources .... [9] + $ 437,078

During fiscal 1993, the Human Resources Directorate projects a salaries and benefits deficit of $437,078 based on the number of employees currently on board and allowing for a 2.0% attrition rate. Using the same attrition rate for fiscal 1994, the deficit is projected to be $437,078--the equivalent of approximately 9.0 unfinanced positions at the GS-12 level. Unless this funding is approved, we will not be able to maintain the current level of service that is provided, and we will not be able to fund on-board staff in fiscal 1994.

[9]	GS-12 Human Resources Specialists	$ 437,078

6. MANAGEMENT SUPPORT SERVICES
   B. Human Resources Services (HRS)

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(1) Positions (continued)

c. To provide sufficient resources to meet statutory requirements with regard to recruitment, review and analysis in the selection process .... + 3 + $ 163,988

The Affirmative Action and Special Programs Office budget request is in response to: (1) the August 14, 1992, ruling by the US District Court (Howard R. L. Cook, et at., plaintiffs v. James H. Billington, defendant Civil Action No. 82-0400) (2) the passage of the Civil Rights Act of 1991, (3) the passage of the Americans With Disabilities Act of 1990, (4) the new Multi-Year Affirmative Action Plan as negotiated with the labor organizations, and (5) the strong commitment of The Librarian of Congress as indicated in his special announcement of September 16, 1992: "The Librarian has established the Affirmative Action and Special Programs Office to help carry out high-priority initiatives to ensure equal employment opportunity and promote understanding of the rich diversity of backgrounds represented in the Library work force. As Librarian of Congress, I ask staff at all levels to support these activities, since they will play a key role in accomplishing the Library's mission in the 1990s."

Considering the above facts, and in light of increased Congressional interest and public attention toward cultural and work force diversity issues, the workload of the Office of Affirmative Action and Special Programs has increased substantially. To meet the increase and new demands for implementing, monitoring, evaluating and reporting progress on work force diversity, we will require three additional positions. These include: (1) one Program Officer: Research and Recruitment to direct recruitment efforts, conduct availability studies and related research, and expand outreach activities with Federal agencies, the academic community, and professional societies

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
B. Human Resources Services (HRS)

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(1) Positions (continued)

and institutions; (2) one Program Officer: Review and Evaluation to direct reviews and evaluations at 5 critical stages of the competitive selection process, and conduct evaluation studies of Library programs in support of work force diversity; and (3) one Statistician/Analyst to conduct disparate impact analyses at critical stages of the selection process, to prepare primary data for reports, forecasting, and trends analysis.

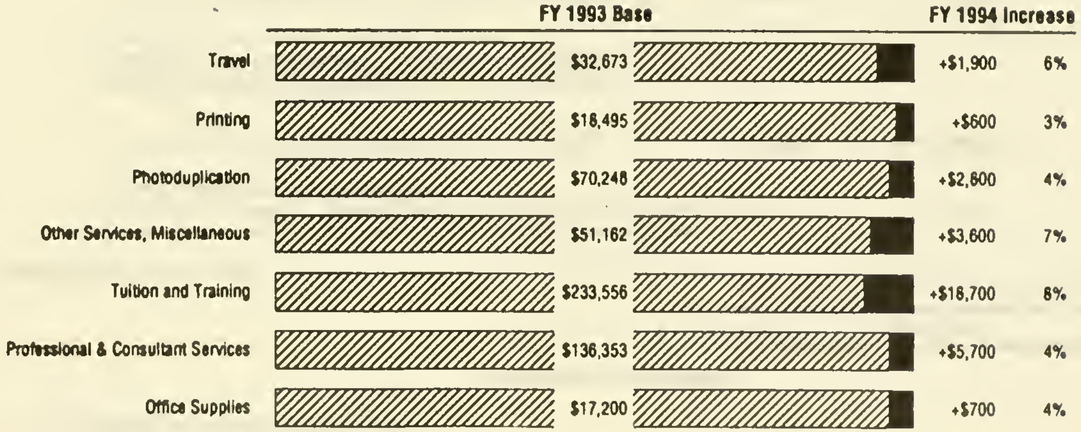
1	GS-12 Programs Officer: Research & Recruitment ..	$ 51,421
1	GS-12 Programs Officer: Review & Evaluation	51,421
1	GS-13 Statistician/Analyst	61,146
3		$ 163,988

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
B. Human Resources Services (HRS)

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
(2) Non-personal services		$1,348,419		$1,382,419		+ $ 34,000
Price level						+ $ 34,000



LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
B. Human Resources Services (HRS)

Additional Information

	Salaries	Benefits	Total
New positions requested			
a. To ensure equity in all three stages of the competitive selection process: posted qualifications stage; rating panel stage; and interview stage.			
6 GS-12 Human Resources Specialist @ 40,299	$ 241,794	$ 66,732	$ 308,526
c. To provide sufficient resources to meet statutory requirements with regard to recruitment, review and analysis in the selection process.			
1 GS-12 Program Officer: Research & Recruitment	$ 40,299	$ 11,122	$ 51,421
1 GS-12 Program Officer: Review & Evaluation ...	40,299	11,122	51,421
1 GS-13 Statistician/Analyst	47,920	13,226	61,146
3	$ 128,518	$ 35,470	$ 163,988
9 Total, new positions requested	$ 370,312	$ 102,202	$ 472,514

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
   B. Human Resources Services (HRS)

Additional Information

Unfinanced Positions

	Salaries	Benefits	Total
a. To ensure equity in all three stages of the competitive selection process: posted qualifications stage; rating panel stage; and interview stage.			
[1] GS-14 Team Leader (Team #2)	$ 56,627	$ 15,629	$ 72,256
[2] GS-12 Human Resources Specialists @ $40,299 ..	80,598	22,244	102,842
[3]	$ 137,225	$ 37,873	$ 175,098
b. To provide funding to maintain current level of service in the area of Human Resources.			
[9] GS-12 Human Resources Specialists	$ 342,538	$ 94,540	$ 437,078
[12] Total, unfinanced positions	$ 479,763	$ 132,413	$ 612,176

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
B. Human Resources Services (HRS)

Additional Information

	FY 1993 Budget	FY 1994 Estimate	1994 Increase		
			Price Level	Growing Workload	Total
2101 Regular Travel	$ 16,945	$ 17,945	$ 1,000	$	$ 1,000
2102 Attendance at Meetings	1,928	2,028	100		100
2103 Local Travel	438	438			
2109 Travel - National Finance Center ...	13,800	14,600	800		800
2301 Postage	29,965	29,965			
2310 Local Telephone	23,777	23,777			
2320 Long Distance Telephone	9,432	9,432			
2360 Rental, Miscellaneous	295	295			
2410 Printing, General	18,495	19,095	600		600
2430 Photoduplication	70,248	73,048	2,800		2,800
2501 Other Services, Miscellaneous	51,162	54,762	3,600		3,600
2515 Services of Other Agencies	541,802	541,802			
2520 Tuition and Training	233,556	252,256	18,700		18,700
2535 Training Contracts	20,000	20,000			
2545 Grievance and Arbitration Services .	159,450	159,450			
2550 Professional & Consultant Services .	136,353	142,053	5,700		5,700
2601 Office Supplies	17,200	17,900	700		700
2606 Training Supplies	2,200	2,200			
2650 Pamphlets and Documents	458	458			
2680 Miscellaneous Supplies & Materials .	915	915			
Total, Non-personal Services	$1,348,419	$1,382,419	$ 34,000	$	$ 34,000

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. MANAGEMENT SUPPORT SERVICES
C. Integrated Support Services

Summary

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions:						
Permanent	375	$14,204,153	378	$14,289,403	+ 3	+ $ 85,250
Unfinanced		----		205,628	[6]	+ 205,628
Special and Temporary		----	(1)	35,459	(1)	+ 35,459
	375	$14,204,153	378 (1)	$14,530,490	+ 3 (1)	+ $ 326,337
(2) Non-personal services:						
Price level		$ 4,616,465		$ 4,791,965		+ $ 175,500
Growing workload		----		432,050		+ 432,050
		$ 4,616,465		$ 5,224,015		+ $ 607,550
Total, Integrated Support Services	375	$18,820,618	378 (1)	$19,754,505	+ 3 +(1)	+ $ 933,887

Price level	+ $ 175,500
Growing workload + 3 [6] (1)	+ 758,387
Total	+ $ 933,887

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
C. Integrated Support Services

General Statement

The mission of Integrated Support Services is to provide contracting, facilities, space management, and office support services for the Library and public programs to assure an efficient, adaptable, safe and secure environment. The Director for Integrated Support Services is an associate member of the Library's Management Team and is accountable to them for the basic support services provided for the Library as a whole. Administratively, the Director reports to the Associate Librarian for Constituent Services.

Integrated Support Services is comprised of six offices: Contracts and Logistics Services, Facility Services, Health Services, Office Systems Services, Protective Services, and Safety Services. Contracts and Logistics Services provides acquisition support for supplies, materials, furniture and furnishings, and equipment (except those related to the collections); negotiated contracts and small purchase expertise; and property inventory control for Library-owned furniture and equipment. Facility Services plans, designs and provides oversight of construction, alterations and operation of the Library's buildings and grounds; labor and custodial services; manages the food services program and oversees the use and operation of public meeting spaces. Health Services develops and administers the Library's occupational health program, and administers the Library's Workers Compensation Program. Office Systems Services administers the Library's records management program; transportation program; printing, duplication, and composition functions; and provides mail and messenger services. Protective Services administers the Library's programs for safeguarding Library staff, visitors, collections, and equipment; coordinates policies governing the control and handling of national defense classified information; designs and oversees the installation of electronic security equipment; provides physical security services; and maintains law and order on Library premises. Safety Services manages those programs necessary to promote a safe and healthful environment such as industrial hygiene, accident prevention and loss control, fire prevention and protection, and emergency management planning and organization.

In fiscal 1994, Integrated Support Services requests funding increases to enhance security of the staff, collections, and buildings; and to support the phased introduction of ergonomic furniture. The Library is requesting a total of $19,754,505 to support this activity. This represents an increase of $933,887, $326,337 for 3 new, 1 temporary and 6 unfinanced positions, and $607,550 for non-personal services.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES

C. Integrated Support Services

Justification of Increases and Decreases

		FY 1993 Budget		FY 1994 Estimate		Increase	
		No.	Amount	No.	Amount	No.	Amount
(1)	Positions	375	$14,204,153	378	$14,289,403	+ 3	+ $ 85,250
	Unfinanced positions			[6]	205,628	[6]	+ 205,628
	Special and temporary			(1)	35,459	(1)	+ 35,459
		375	$14,204,153	378	$14,530,490	+ 3	+ $ 326,337
	To support the development of furniture inventory and physical security automated systems					+ 2	+ $ 59,166
						(1)	+ 35,459

The Library has concurred with a General Accounting Office (GAO) recommendation to establish a Furniture and Furnishings inventory automated database system. GAO indicated that the Library's financial records must include an accounting of all property and equipment. However, according to GAO, the Library's financial statements have limited reliability in part because of the absence of cost records for furniture and furnishings. The automated database system, which will contain up to 100,000 items, will be integrated with the new Library-wide Financial Management System. Two Inventory Management Specialists are needed to support the system's development and maintenance, which will require a physical count, labelling, classification, appraisal, records research, data entry, and reconciliation. If funds are approved, the Library will hire one Specialist on a temporary not-to-exceed one year basis to gather data, develop the system, and begin input. The second position will be permanent to maintain the system and perform data entry on new receipts.

1	GS-09 Inventory Management Specialist	$ 35,459
(1)	GS-09 Inventory Management Specialist	35,459
1		$ 70,918

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
C. Integrated Support Services

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions (continued)						

The Library's efforts to enhance security now require a more efficient record-keeping system in the Physical Security Section of Protective Services. Protective Services must establish an automated database to provide Library managers with such data as keys issued to staff within a particular Service Unit, and the number of LC identification cards issued by type of access. This information will allow managers to better control access to those areas for which they are responsible by ensuring that access to secure areas is available only to those staff who have an official need. A clerical assistant is needed to input data into the automated system, prepare lists for distribution to Library management, and update information.

1 GS-04 Clerical Assistant .... $ 23,707

To support the acquisition, delivery, and installation of ergonomic furniture ...	+ 1	+ $ 26,084
	[2]	+ 58,270

The Library requests funding to fill two vacant WG-6 Warehouse Worker positions. From fiscal 1989 to fiscal 1991, service requests directed to the Library's warehousing staff increased 19 percent from 5,042 to 6,013. During the same period, the Library lacked the resources to fill two vacant warehouse positions. Additionally, in fiscal 1993, the Library initiated a multi-year plan to purchase ergonomic furniture for over 1,100 staff who spend at least four hours per day at video display terminals. This initiative will increase warehousing workload requirements considerably as ergonomic furniture is delivered and set up and older chairs and tables are removed.

6. MANAGEMENT SUPPORT SERVICES
C. Integrated Support Services

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(1) Positions (continued)

The remaining staff cannot effectively service the Library's needs. The warehouse is overcrowded because present staff cannot deliver items on a timely basis. Current staff pickup and deliver furniture, equipment and supplies between the three buildings on Capitol Hill, the Library's Taylor Street Annex, and the Landover Center Annex. In addition to the normal pickups and deliveries of items being requested by Service Units, these staff are also responsible for pickup and delivery of restored and new furniture for renovated areas of the Jefferson and Adams buildings.

(2) WG-06 Warehouse Workers .... $ 58,270

Presently, there are eight contracting officers supported by two administrative support staff. In fiscal 1992, the Library had a 23% increase in the number of negotiated agreements and a 20% increase in the number of specialized purchase orders. The lack of adequate administrative support dictates that contracting officers perform clerical and administrative tasks which could and should be handled by trained personnel, freeing the contracting officers to provide professional contracting support consistent with federal regulations.

1 OS-06 Procurement Assistant .... $ 26,084

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
C. Integrated Support Services

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions (continued)						
To enhance the security of the Library's collections					[4]	+ $ 147,358

The Library requests funding to fill four police vacancies. We plan to establish one reading room/stack patrol in the Jefferson Building and one in the Adams Building seven days a week on each of the two daytime shifts. The presence of a uniformed police person in the stacks is a deterrent to reduce instances of mutilation and theft of our invaluable collections. This request is one of the elements contained in the overall plan to improve collections security.

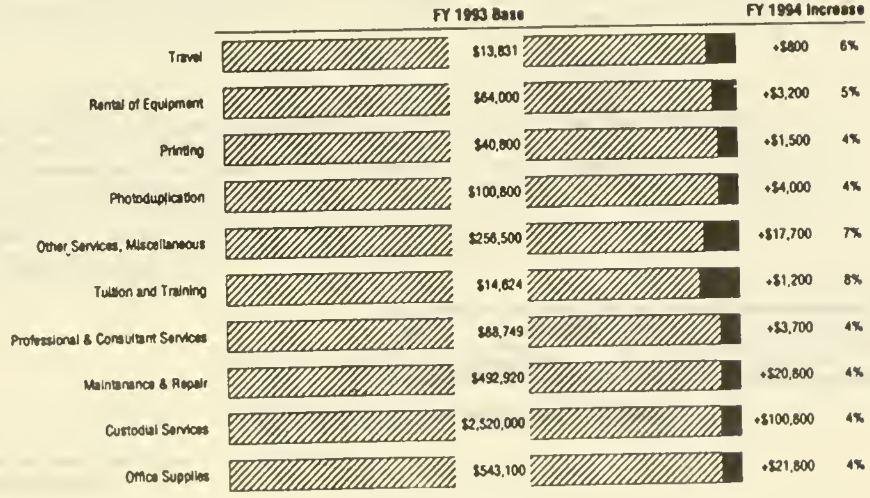
[4] Privates with Training @ $36,839.50 .... $147,358

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
   C. Integrated Support Services

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
(2) Non-personal services		$4,616,465		$5,224,015		+ $ 607,550
Price level						+ $ 175,500



LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICE
C. Integrated Support Services

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(2) Non-personal Services (continued)

Growing Workload .... + $ 432,050

2501	Other Services, Miscellaneous	+ $ 25,000
2550	Professional and Consultant Services	+ 120,000
2569	Custodial Services	+ 114,000
2410	Printing, General (Offset)	- 36,500
2411	Printing, Forms - GPO	+ 209,550
		+ $ 432,050

Other Services, Miscellaneous .... + $ 25,000

The Library's initiative to provide for ergonomically-designed workstations will result in an increased amount of furniture being received at the Library. As workstations are assessed for correct ergonomic design, some may be targeted for reconfiguration to reduce glare and other dysfunctions. This furniture must be assembled by professionals who have the necessary expertise and experience ($15,000). Space reconfigurations required to ensure an ergonomically designed workstation will require contract labor support ($10,000) to supplement the Library's labor force. The present force will not be able to perform this additional function in a timely manner without adversely affecting services provided.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. **MANAGEMENT SUPPORT SERVICE**
   C. Integrated Support Services

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(2) Non-personal Services - Growing Workload (continued)

Professional and Consultant Services .... + $ 120,000

The Library requests $120,000 to establish new promotion registers for the ranks of lieutenant, sergeant, technician and detective. As a result of a 1990 Settlement Agreement, validated selection procedures developed by a contractor must be used to fill these positions. Registers remain in effect for two years, after which new registers must be developed.

Custodial Services .... + $ 114,000

The Library plans to add two cloakrooms at the front and back of the Library's Thomas Jefferson Building as part of its efforts to enhance security. The cloakrooms will provide a place for visitors and researchers to store their personal belongings, such as briefcases, coats, etc. which are potential areas to hide Library collections. Each cloakroom will be staffed by the contract vendor who provides custodial services at an estimated annual cost of $57,000. This request is one of the elements contained in the overall plan to improve collections security.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. **MANAGEMENT SUPPORT SERVICE**
   C. **Integrated Support Services**

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(2) Non-personal Services - Growing Workload (continued)

Offset Reproduction, Printing Forms, GPO .... + $173,050

To provide contract printing services for the Library through the Government Printing Office (GPO). The Joint Committee on Printing (JCP) has directed the Library to use outside printing facilities for large volume printing services. The Library plans to transfer a total of 24.4 million impressions, formerly printed inhouse for all service units, to GPO for contract printing by fiscal 1994. This represents an increase of approximately 16 million impressions over what is expected to be sent to GPO in fiscal 1992.

The results of this action are a reduction of $36,500 because the Library can purchase less paper and supplies for inhouse printing and duplication, and an increase of $209,550 to increase the GPO printing base. The requested funds will not only realign the base to reflect actual expenditures, but they will also fund the additional 16 million impressions expected to be printed by GPO in fiscal 1994.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. **MANAGEMENT SUPPORT SERVICES**
   C. **Integrated Support Services**

Additional Information

	Salaries	Benefits	Total
New positions requested			
Contracts and Logistics Service			
1 GS-06 Procurement Assistant	$ 20,442	$ 5,642	$ 26,084
1 GS-09 Inventory Management Specialist	27,789	7,670	35,459
2	$ 48,231	$ 13,312	$ 61,543
Protective Services			
1 GS-04 Clerical Assistant	$ 18,579	$ 5,128	$ 23,707
3 New positions, Integrated Support Services	$ 66,810	$ 18,440	$ 85,250
Special and Temporary (one year)			
Contracts and Logistics Service			
(1) GS-09 Inventory Management Specialist	$ 27,789	$ 7,670	$ 35,459

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
C. Integrated Support Services

Additional Information

	Salaries	Benefits	Total
Unfinanced Positions			
Contracts and Logistics Service			
[2] WG-06 Warehouse Workers @ $22,833	$ 45,666	$ 12,604	$ 58,270
Protective Services			
[4] Privates w/Training @ $28,871	$ 115,484	$ 31,874	$ 147,358
[6] Total, unfinanced positions	$ 161,150	$ 44,478	$ 205,628

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
C. Integrated Support Services

Additional Information

	FY 1993 Budget	FY 1994 Estimate	1994 Increase		
			Price Level	Growing Workload	Total
2101 Regular Travel	$ 9,976	$ 10,576	$ 600	$	$ 600
2102 Attendance at Meetings	3,855	4,055	200		200
2103 Local Travel	2,160	2,160			
2201 Transportation of Things	5,829	5,829			
2202 Transportation of Household Effects	9,918	9,918			
2301 Postage	19,131	19,131			
2310 Local Telephone	66,259	66,259			
2320 Long Distance Telephone	14,443	14,443			
2330 Rental of Equipment	64,000	67,200	3,200		3,200
2410 Printing, General (Offset)	136,050	99,550		- 36,500	- 36,500
2410 Printing, General	21,200	22,000	800		800
2411 Printing, General - GPO	19,600	229,850	700	209,550	210,250
2430 Photoduplication	100,600	104,600	4,000		4,000
2501 Other Services, Miscellaneous	256,500	299,200	17,700	25,000	42,700
2520 Tuition and Training	14,624	15,824	1,200		1,200
2541 Health Services	35,100	35,100			

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
C. Integrated Support Services

Additional Information (continued)

	FY 1993 Budget	FY 1994 Estimate	1994 Increase Price Level	1994 Increase Growing Workload	1994 Increase Total
2550 Professional & Consultant Services .	$ 88,749	$ 212,449	$ 3,700	$ 120,000	$ 123,700
2560 Maintenance & Repair to Equipment ..	418,604	436,204	17,600		17,600
2561 Repairs, Typewriters, Calculators ..	37,016	38,616	1,600		1,600
2562 Repairs, Furniture	37,300	38,900	1,600		1,600
2565 Cleaning and Laundering	51,975	51,975			
2569 Custodial Services	2,520,000	2,734,800	100,800	114,000	214,800
2601 Office Supplies (Offset)	39,100	40,700	1,600		1,600
2601 Office Supplies	504,000	524,200	20,200		20,200
2602 Housekeeping Supplies	65,866	65,866			
2603 Automotive Supplies	2,600	2,600			
2604 Uniforms	54,625	54,625			
2605 Medical Supplies	13,300	13,300			
2680 Miscellaneous Supplies & Materials .	2,085	2,085			
4201 Indemnities	2,000	2,000			
Total, Non-personal Services	$ 4,616,465	$ 5,224,015	$ 175,500	$ 432,050	$ 607,550

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
D. Building Rental - Off Capitol Hill

Summary

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions		$ ----		$ ----		$ ----
(2) Non-personal services:						
Price level		$ 5,691,100		$ 6,211,500		+ $ 520,400
Growing workload		----		- 3,186,000		- 3,186,000
		$ 5,691,100		$ 3,025,500		- $2,665,600
Total, Building Rental - Off Capitol Hill		$ 5,691,100		$ 3,025,500		- $2,665,600

Price level	+ $ 520,400
Growing workload	- 3,186,000
Total	- $2,665,600

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. **MANAGEMENT SUPPORT SERVICES**
   D. Building Rental - Off Capitol Hill

General Statement

The Library has a space rental program managed by the Facility Services Office, which is responsible for all aspects of planning for the use of space in all Library buildings, including buildings presently occupied or planned for future occupancy. Remote facilities are currently operated in northwest Washington, D.C., for the National Library Services for the Blind and Physically Handicapped and the Federal Library and Information Center Committee; southeast Washington, D.C., for the Federal Research Division; Suitland, Maryland, for film processing; Wright-Patterson Air Force Base for nitrate film conversion; Landover, Maryland, for procurement and supply activities and materials storage; and Boyers, Pennsylvania, for underground microfilm storage. A new off Capitol Hill collections storage facility is planned for fiscal 1993.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. **MANAGEMENT SUPPORT SERVICES**
D. Building Rental - Off Capitol Hill

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
(2) Non-personal Services		$5,691,100		$3,025,500		- $2,665,600
Decrease - Growing Workload						- $3,186,000
Increase: Price level						+ $ 520,400

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
D. Building Rental - Off Capitol Hill

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(2) Non-personal Services (continued)

Secondary Storage Facility

Congress approved $3,186,000 (no year funds) in fiscal 1993 for the rental or purchase and outfitting of a warehouse and book storage facility away from Capitol Hill to accommodate the Library's overcrowded collections. The best possible warehouse space available at reasonable rates will be acquired, modified, and outfitted with shelving in fiscal 1993 and should serve to solve the Library's short-term space problems.

In House Report 102-579, accompanying the legislative branch appropriations bill for fiscal 1993, the Library was directed to provide a plan to the Congress for a reasonable long-range solution of its secondary storage needs. In its December 1992 report to Congress on Collections Space Planning, the Library proposes that future space needs be accommodated through the acquisition of land and the construction of buildings, to relocate lesser used collections and possible certain Library processing operations. This proposed acquisition would free up space on Capitol Hill to allow more research, Congressional support, and public exhibition of collections.

In its fiscal 1994 budget, the Library is requesting only operating costs (rental, utilities, etc.) associated with a new facility that will meet short-term needs and be acquired and outfitted, with the assistance of the Architect of the Capitol, in fiscal 1993. These operating costs include:

Warehouse rental, 46,154 sq.ft. @ $4.68/sq. ft. ...	$ 216,000
Real Estate Taxes, Insurance	48,500
Cleaning	72,100
Utilities	40,000
Security	90,000
Total	$ 466,600

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
D. Building Rental - Off Capitol Hill

Additional Information

	FY 1993 Budget	FY 1994 Estimate	1994 Increase		
			Price Level	Growing Workload	Total
2350 Rental of Space (one year)	$ 2,505,100	$ 3,025,500	$ 520,400	$	$ 520,400
2350 Rental of Space (no year)	3,186,000	0		- 3,186,000	- 3,186,000
Total	$ 5,691,100	$ 3,025,500	$ 520,400	- $3,186,000	- $2,665,600

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. MANAGEMENT SUPPORT SERVICES
E. LC Special Facilities Center

Summary

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions	1	$ 23,794	1	$ 46,677		+ $ 22,883
(2) Non-personal services:						
Price level		$ 136,500		$ 143,400		+ $ 6,900
Growing workload		----		151,894		+ 151,894
		$ 136,500		$ 295,294		+ $ 158,794
Total, LC Special Facilities Center	1	$ 160,294	1	$ 341,971		+ $ 181,677

Annualization of position	+ $ 22,883
Price level	+ 6,900
Growing workload	+ 151,894
Total	+ $ 181,677

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
E. LC Special Facilities Center

General Statement

In 1990, Public Law 101-520 authorized the Architect of the Capitol (AOC) to purchase property to be used by the Library of Congress as a daycare center, for staff training and development for Library employees, and other purposes related to the operations of the Library of Congress, subject to the approval of the Joint Committee on the Library. The daycare facility is scheduled to begin operation in fiscal 1993.

In 1992, Public Law 102-451 authorized additional uses of the property to be known as the Library of Congress Special Facilities Center. The additional uses are: space rental for external training, general assembly and education programs, and temporary living quarters for visiting scholars using the Library's collections or participating in Library programs. In its fiscal 1994 budget, the Architect of the Capitol will request funds to renovate the remaining portions of the building for these activities. The AOC has advised that if the funds are approved, it is expected that the renovation process will take all of fiscal 1994 to complete. The law also approved a special deposit account for receiving fees and paying the operating expenses associated with the additional uses of the Center. The Library is not requesting authorization for obligation from the deposit account in fiscal 1994, because we do not expect to incur any obligations associated with these new activities until fiscal 1995.

In fiscal 1994, the Library is requesting $151,894 for the purchase of furniture and equipment in order to have the entire Center ready for operation in fiscal 1995. In addition, we are requesting an increase of $22,883 in salaries and benefits to annualize a position of Facility Manager already approved. The total operating budget requested for the LC Special Facilities Center is $341,971.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
E. LC Special Facilities Center

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(1) Positions .... + $ 22,883

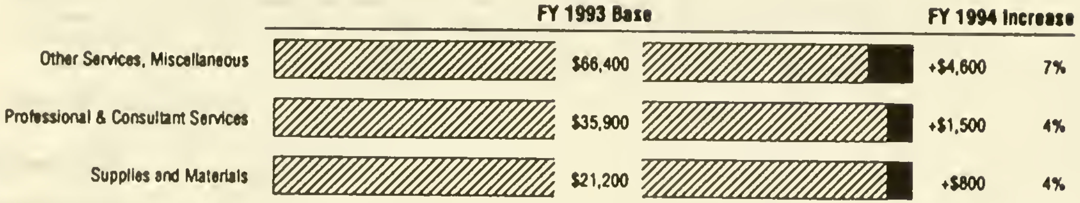
A GS-11 Facility Manager provides overall direction and policy of the LC Special Facilities Center, monitors its use and operations, and oversees contract services. The Congress authorized half-year funding in fiscal 1992 and 1993. In fiscal 1994, the Library is requesting $22,883 to annualize the salary and benefits of this position.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. **MANAGEMENT SUPPORT SERVICES**
E. **LC Special Facilities Center**

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
(2) Non-personal services		$ 136,500		$ 295,294		+ $ 158,794
Price level						+ $ 6,900



LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
E. LC Special Facilities Center

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(2) Non-personal Services (continued)

Growing Workload .... + $ 151,894

Furniture and Equipment .... + $ 151,894

The requested furniture and equipment funds will be used to outfit the Residence for Scholars and Career Resource Center. It is planned that the Residence for Scholars will have 18 bedrooms, a library, dining and kitchen areas, laundry facility, and bathrooms. The Career Resource Center will have 8 classrooms, computer and language laboratories, library, workshop/seminar room, and 2 offices for guidance counselling.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
E. LC Special Facilities Center

Additional Information

	FY 1993 Budget	FY 1994 Estimate	1994 Increase Price Level	1994 Increase Growing Workload	1994 Increase Total
2501 Other Services, Miscellaneous	$ 66,400	$ 71,000	$ 4,600	$	$ 4,600
2550 Professional & Consultant Services .	35,900	37,400	1,500		1,500
2569 Custodial Services	11,500	11,500			
2680 Miscellaneous Supplies & Materials .	21,200	22,000	800		800
3140 Equipment	0	55,550		55,550	55,550
3151 Workstations	0	5,000		5,000	5,000
3158 Bookcase/Shelf Sections	0	8,550		8,550	8,550
3161 Audiovisual Equipment	0	25,200		25,200	25,200
3181 Special Purpose Equipment	0	33,950		33,950	33,950
3183 Carpeting	0	16,744		16,744	16,744
3185 Eating Facilities	0	6,900		6,900	6,900
3186 Telecommunications Cabling .... (Premise Distribution System)	1,500	1,500			
Total, Non-personal services	$ 136,500	$ 295,294	$ 6,900	$ 151,894	$ 158,794

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
F. Automation
(1) Information Technology Services (ITS)

Summary

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions:						
Permanent	204	$12,398,673	204	$12,398,673		$ ----
Indefinite	(6)	233,968	(6)	233,968		----
	204 (6)	$12,632,641	204 (6)	$12,632,641		$ ----
(2) Non-personal services:						
Price level		$14,072,863		$14,252,563		+ $ 179,700
Growing workload		----		1,528,000		+ 1,528,000
		$14,072,863		$15,780,563		+ $1,707,700
Total, Information Technology Services	204 (6)	$26,705,504	204 (6)	$28,413,204		+ $1,707,700

Price level	+ $ 179,700
Growing workload	+ 1,528,000
Total	+ $1,707,700

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
F. Automation
(1) Information Technology Services (ITS)

General Statement

Information Technology Services (ITS) provides on-going support of software and telecommunications systems for all missions of the Library of Congress through planning, systems analysis, systems design and development, systems maintenance, and operation and security of central computers, minicomputers, microcomputers, and all communications services. As part of its mission ITS is committed to planning for and implementing systems in support of the electronic future of digital collections. ITS is developing specifications for navigation tools and electronic delivery systems which will make these collections readily available to the Congress, the nation, and the world. The Director for Information Technology Services is an associate member of the Library's Management Team and is accountable to them for information technology services provided for the Library as a whole. Administratively, the Director reports to the Associate Librarian for Science and Technology Information.

Computer support is deeply embedded in the programs of Congressional Services, Copyright Services, Collections Services, and Constituent Services. The Library's central computers service computer terminals in all of the Library's locations in the Washington metropolitan area, and in the Capitol Building and the House and Senate Office Buildings, making computer-aided information service directly available in those locations. Major microcomputer networks are evolving as further aids in searching and communications throughout the Library. ITS is increasing the availability of its national network services by permitting access to existing automated repositories, and will provide user interface and retrieval capabilities for remote users who wish to access the Library's systems. ITS will continue to plan, prepare, and implement pilot systems which offer new capabilities such as electronic delivery of material to better serve the emerging national information network.

ITS continues its task of replacing aging systems which are incapable of connectivity, and of building the technological base required for the Library to offer qualitative use of its information, to open the rich collections to educators and researchers, to the business community, to the Congress, and to the general population through the nation's Library networks. In addition to meeting the challenge of new initiatives, two constants continue to compete for available ITS resources: (1) the obligation to provide continued daily support of existing systems, and (2) the obligation to continue development of improved strategies and systems to provide user interface and retrieval capabilities for remote users who wish to access the Library's systems. The first includes maintenance, and continued upgrade of the Library's telecommunications systems, both hardware and software, and of the many applications in use by the Congress and the Library staff and patrons, and for ensuring the continued reliability, efficiency, and security of computer support operations. The second constant is multi-faceted, but includes significant cost in resources for fully networking the Library as well as continuing development of major software systems, e.g., ACCESS, ACQUIRE, Serials Management System, Library Request Tracking System (LRTS). Together these competitive and equally necessary constants form the information infrastructure without which the Library would be unable to provide its warehouse of knowledge to the Nation and the world.

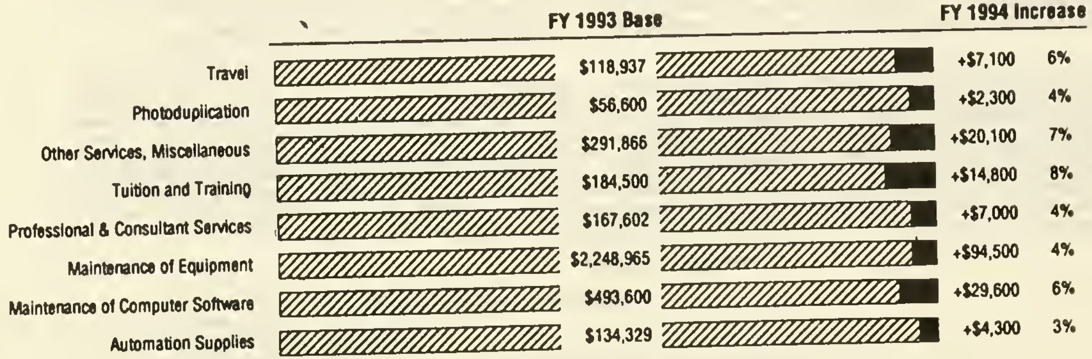
To continue the work of opening up access to the Library's rich collections and sharing the work of the creative community with the Nation, to maintain current activities and services, and to develop and implement improvements in the Library's Financial Management System, the Library is requesting a total of $28,413,204, including a growing workload request for $1,528,000 and a price level increase of $179,700 to support ITS in fiscal 1994.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
  F. Automation
    (1) Information Technology Services (ITS)

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
(2) Non-personal services		$14,072,863		$15,780,563		+ $1,707,700
Price level						+ $ 179,700



LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. **MANAGEMENT SUPPORT SERVICES**
   F. Automation
      (1) Information Technology Services (ITS)

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
(2) Non-personal services (continued)						
Growing Workload						+ $1,528,000
To develop and implement improvements in the operation of the Library's Financial Management System (FMS)						+ $1,528,000

Following his appointment in 1987, the Librarian requested that the General Accounting Office (GAO) conduct an audit of the financial affairs of the Library. GAO's report (First Audit of the Library of Congress Discloses Significant Problems, AFMD 91-13) identified the need for an integrated financial management system. The GAO's report, IG Audits, and internal reviews all identified major problems with the Library's financial system, including:

- Non-integrated financial system resulting in maintenance of cuff records, reconciliation differences, and untimely financial information
- Financial transactions not under General Ledger control
- Excessive paper flow and inefficient manual processes
- Inadequate financial information available to determine program or reimbursable service costs
- Non-compliance with Federal account code structures
- Lack of functionality to process commitments, obligations, and invoices

The Library's current financial system environment is extremely inefficient and prone to error due to the lack of functionality of the central accounting system, the lack of integration between the central accounting system and subsidiary and program systems, and the lack of functionality of subsidiary systems.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. **MANAGEMENT SUPPORT SERVICES**
   F. Automation
      (1) Information Technology Services (ITS)

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(2) Non-personal services - Growing Workload (continued)

The central accounting system, Financial Accounting and Reporting System (FARS), consists of only the general ledger accounting, reporting, and funds control functions. FARS does not support the U.S. Standard General Ledger (SGL) as required by GAO Title 2, is not in compliance with the accounting classification code structure defined by the Joint Financial Management Improvement Program (JFMIP), does not automatically carry forward year end balances, does not support commitment accounting, does not provide flexibility in establishing administrative budgets below the legal funding level, and does not provide on-line reporting capabilities to meet management needs to monitor costs and evaluate performance.

The budget formulation, accounts payable, accounts receivable, cost accumulation/allocation, property management, inventory, and most other subsidiary and program systems are not integrated nor interfaced with the central accounting system. Financial information generated by these manual or antiquated systems must be manually entered into the central accounting system. These manual interfaces result in a paper-intensive environment that is prone to error from the continual re-keying of data. In addition, program managers must maintain cuff records separate from the central accounting system in order to have up-to-date information on the availability of funds. These cuff records are cumbersome to maintain, must be reconciled to the central records, and may contain inaccurate information.

In the House Appropriations Committee Report(102-82) accompanying the 1992 Legislative Branch Appropriations Bill, the House Appropriations Committee directed the Library to evaluate options to meet its financial management requirements and report to the Committee the results of the evaluation, including costs and benefits associated

6. **MANAGEMENT SUPPORT SERVICES**
   F. Automation
      (1) Information Technology Services (ITS)

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(2) Non-personal services - Growing Workload (continued)

with a recommended alternative. The Committee further directed that the alternatives evaluated should include using financial management systems currently being used by other Federal agencies as well as the improvement of the current system. In the Senate Report (102-81) accompanying the 1992 Legislative Branch Appropriation Bill, the Senate agreed with the House in conducting a thorough review of the Library's financial management system.

In response, the Library formed the Financial Management System Improvement Project team consisting of representatives from each of the Library's program offices, representatives from two of the five legislative branch agencies that receive Library accounting services, and contractors from Price Waterhouse. During Fiscal Year 1992, the team documented and analyzed the current financial system environment, conducted numerous joint requirements planning sessions with Library representatives to document financial management system requirements, and conducted a cost benefit analysis of three alternatives - upgrade current system, purchase a commercial package, or establish an inter-agency agreement for cross-servicing. The accompanying graphic presents an overview of the vision for the Library's new Central Financial Management System. The Library forwarded the Financial Management System Requirements and Alternative Analysis reports to Congress in August 1992. GAO has reviewed these reports and will be working with the Library's staff in its efforts to improve its financial management system.

The results of a detailed alternatives analysis indicated that purchasing a commercial software package is the least cost and most beneficial alternative for the Library to pursue. This alternative was less costly than establishing a cross servicing agreement (estimated at $600,000/year) because the Library has the technical platform to support an additional package at a nominal cost to the Library. Upgrading the current system was eliminated because the effort would result in developing a

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
F. Automation
(1) Information Technology Services (ITS)

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(2) Non-personal services - Growing Workload (continued)

costly, customized integrated financial management system.

The Library is fully committed to improving the inadequacies of our current financial systems and has formed a dedicated agency-wide team to carry this project through fruition. A new system will improve accountability to the Congress and support for the appropriations process, improve productivity of staff through the elimination of paperwork and rekeying of data, and facilitate the preparation of financial reports that improve decision-making and comply with generally accepted accounting standards. A detailed plan and resource requirements for purchasing and installing a commercial package for an integrated financial management system to include general ledger, budget execution, accounts payable, accounts receivable, disbursing and cost accounting functions has been developed. The plan identifies the level of effort required by Library personnel and outside contractors. Contractor support is required initially because their knowledge and expertise with the selected package is needed to successfully implement the system. A summary of costs for package acquisition and contractor support for implementation presented below:

2610 - Commercial Software Acquisition	$ 545,000
2550 - Implementation Costs (Organization Impact Analysis, Installation, Development, Acceptance Testing, Data Conversion from Existing Systems, Testing, Documentation, Training	1,200,000
Subtotal	$1,745,000 *
Less: Reprogramming of monies allocated to Telephone Switching System	- 217,000
Total	$1,528,000

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
   F. Automation
      (1) Information Technology Services (ITS)

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(2) Non-personal services - Growing Workload (continued)

* Note: A more precise budget estimate will be available following completion of a competitive procurement. It is estimated that $490,000 will be required during fiscal year 1995 and $220,000 will be required during fiscal year 1996 to monitor operations and implement interfaces to program systems. In addition, the Library plans to evaluate adding integrated modules in the future to include: budget formulation, travel management, and inventory management. The cost of resources for these additional modules will be estimated after completion of requirements and alternatives analysis. In addition, the cost of two Systems Accountants, totaling $122,292, is requested as part of the Librarian's program element.

LIBRARY OF CONGRESS
CENTRAL FINANCIAL MANAGEMENT SYSTEM (CFMS)
VISION STATEMENT

FUNCTION	CURRENT	VISION
BUDGET	Budget Office enters approved budget into **Financial Accounting and Reporting System (FARS)**. Budget is at the allotment level which is the level submitted to and approved by Congress. Year-end balances must be manually re-entered. Program office maintains cuff records to keep track of commitments and available funds and reconciles these records to FARS.	Budget Office enters allotment level. Functionality provided to permit suballotment of funds by program offices to cost centers as long as amounts roll up to the official level. With commitment accounting implemented, budget and program offices can closely track available amounts and minimize the need for cuff records and the amount of lapsed funds.
REQUISITIONS	Program Office manually types requisition and hand carries the requisition to the approving official. Cuff records are updated with the estimated requisition amount. The approved requisition is sent to **Contracts & Logistics (C&L)**. Program Office calls C&L for status information. FARS dose not have the capability to process commitment transactions.	Program Office enters requisition and CFMS routes the requisition to the approving official. Once approved, CFMS performs fund availability checks, commits the funds, and routes the requisition to the correct C&L representative. Requisition is linked to the purchase order. Program Office retrieves status information from CFMS.
PURCHASE ORDERS	C&L enters purchase orders into Purchasing System and copies purchase orders into Invoice Tracking System. C&L sends the purchase order to the Accounting Office. Accounting Office manually enters an obligation in FARS.	CFMS produces the purchase order from the requisition, links the requisition to the purchase order, performs fund availability checks, liquidates commitments, and obligates the funds.
VOUCHERING / DISBURSING	Accounting Office enters invoice and date accepted into Invoice Tracking System. Accounting Office manually matches purchase order and acceptance documents to invoice. Invoice Tracking System schedules invoice for payment. Accounting Office batches checks by vendor and enters disbursement data into **Voucher Payment System (VPS)**. VPS prints checks and Disbursing Office encloses in the envelope a copy of the invoice for remittance information. Accounting Office manually enters disbursement in FARS, and FARS liquidates obligation.	Accounting Office enters invoice. Receiving Unit enters receipt information. Requesting official enters acceptance information. CFMS matches vouchering documents and schedules vouchers for certification. Two-thirds reduction in paper work achieved (estimated at 50,000 annually). For certified vouchers, CFMS liquidates obligations and records disbursement of funds, batches checks by vendor, and prints vendor checks with remittance information.
ACCOUNTS RECEIVABLE	Program Office maintains account receivable records. At year end, Accounting Office enters summary balance in FARS.	Program Office enters accounts receivable transaction into CFMS.
ACCOUNT CODE STRUCTURE	FARS does not meet **Joint Financial Management Improvement Program (JFMIP)** and U.S. **Standard General Ledger (SGL)** account code structure requirements.	CFMS meets JFMIP and SGL account code structure requirements. CFMS captures data at levels necessary to monitor costs and evaluate performance.
COST ACCOUNTING	FARS has limited cost accounting capabilities.	CFMS has ability to allocate costs based on predetermined rules.
INQUIRY / REPORTING	Program Office receives monthly FARS reports after month has been closed Each day FARS data is copied into Intellect data base to permit query access.	Program Office views data on-line and prints financial management reports in their office. Ad-hoc reports are generated by CFMS report writer tool.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
F. Automation
(1) Information Technology Services (ITS)

Additional Information

	FY 1993 Budget	FY 1994 Estimate	1994 Increase		
			Price Level	Growing Workload	Total
2101 Regular Travel	$ 70,000	$ 74,200	$ 4,200	$	$ 4,200
2102 Attendance at Meetings	8,937	9,437	500		500
2103 Local Travel	1,000	1,000			
2108 Travel - User Group	40,000	42,400	2,400		2,400
2201 Transportation of Things	2,000	2,000			
2301 Postage	10,450	10,450			
2310 Local Telephone	38,680	38,680			
2311 Local Telephone - Data Comm.	53,000	53,000			
2312 Local Telephone - Digital Switch ...	542,431	325,431		- 217,000	- 217,000
2320 Long Distance Telephone	8,078	8,078			
2321 Long Distance Telephone - Data Comm.	193,000	193,000			
2327 Teletype, etc.	9,735	9,735			
2331 Rental of Equipment - On Line	4,300,000	4,300,000			
2340 Rental of Computer Software	753,000	753,000			
2430 Photoduplication	56,600	58,900	2,300		2,300
2440 Offset Reproduction	9,900	9,900			

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
F. Automation
(1) Information Technology Services (ITS)

Additional Information (continued)

	FY 1993 Budget	FY 1994 Estimate	1994 Increase Price Level	1994 Increase Growing Workload	1994 Increase Total
2501 Other Services, Miscellaneous	$ 291,866	$ 311,966	$ 20,100	$	$ 20,100
2510 Other Services - System Development	54,240	54,240			
2520 Tuition and Training	184,500	199,300	14,800		14,800
2535 Training Contracts	151,000	151,000			
2550 Professional & Consultant Services .	167,602	1,374,602	7,000	1,200,000	1,207,000
2560 Maintenance & Repair to Equipment ..	2,248,965	2,343,465	94,500		94,500
2563 Maintenance of Computer Software ...	493,600	523,200	29,600		29,600
2580 Data Base Subscriptions	500	500			
2601 Office Supplies	45,100	45,100			
2610 Computer Software	841,532	1,386,532		545,000	545,000
2611 Automation Supplies	118,000	118,000			
2612 Automation Supplies-Comp Room Stock	134,329	138,629	4,300		4,300
2613 Automation Supplies-Systems Manuals	4,700	4,700			
2650 Pamphlets and Documents	7,400	7,400			
2651 Training Materials (Order)	1,000	1,000			
3105 Subscriptions not for LC Collections	32,500	32,500			
3140 Equipment	3,199,218	3,199,218			
Total, Non-personal Services	$14,072,863	$15,780,563	$ 179,700	$1,528,000	$1,707,700

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
F. Automation
(2) Optical Disk Program

Summary

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
(2) Non-personal services:						
Price level		$ 829,500		$ 847,500		+ $ 18,000
Growing workload		----		----		----
Total, Optical Disk Program		$ 829,500		$ 847,500		+ $ 18,000

Price level	+ $ 18,000
Growing workload	+ ----
Total	+ $ 18,000

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
  F. Automation
    (2) Optical Disk Program

General Statement

In 1991, the Library's Optical Disk System went into production, and image capable workstations were installed in the Congressional Research Service (CRS) Centers in the Rayburn and Russell Buildings, and in the Senate Library in the Capitol. These initiatives have advanced the development of an important research tool, providing access to a broad range of literature in the public policy area -- the CRS optical disk image database, and have increased the Library's experience and management of this important technology. Over the past several years, Library staff have worked closely with legislative branch agencies to share their experience with image technology and to apply that experience to define appropriate uses. In fiscal 1992, we doubled the high-speed print capacity for optical disk. We have developed a standard PC platform for workstations in CRS, and will be installing additional workstations within the divisions. We have installed a workstation in the Joint Tax Committee Office and in the new Jefferson Congressional Reading Room. We have developed multi-purpose printer platforms in order to accommodate the varied print requirements within CRS. In fiscal 1993, major emphasis will include completing the installation of workstations and printers to provide access to the databases in all strategic service locations, upgrading scanner capacity to be able to add more, and varied material and upgrading the retrieval capabilities. For fiscal 1994, we plan to increase storage capacity to accommodate the growth of materials being stored and upgrade on demand printing to reduce inventory costs, and to insure the distribution of the most current version of any CRS product. During both FY93 and FY94, we will enhance the infrastructure to improve communications, make the system more compliant with industry standards, and improve the user interface to enable the system to be usable by congressional staff without training.

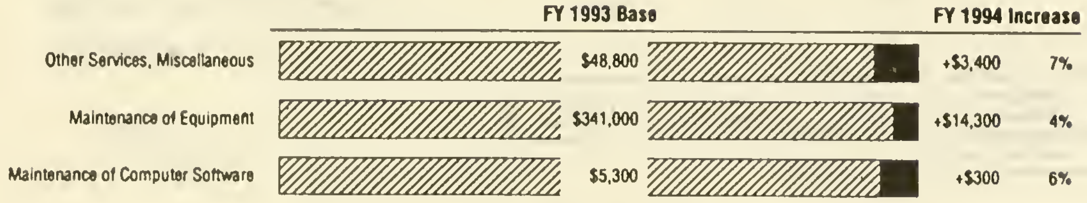
The Library is requesting a total of $847,500 to support the Optical Disk Program in fiscal 1994. This includes an additional amount of $18,000 which is for price level increases to support increasing maintenance costs.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
F. Automation
(2) Optical Disk Program

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
(2) Non-personal services		$ 829,500		$ 847,500		+ $ 18,000
Price level						+ $ 18,000



LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
F. Automation
(2) Optical Disk Program

Additional Information

	FY 1993 Budget	FY 1994 Estimate	1994 Increase Price Level	1994 Increase Growing Workload	1994 Increase Total
2101 Regular Travel	$ 15,000	$ 15,000	$	$	$
2501 Other Services, Miscellaneous	48,800	52,200	3,400		3,400
2520 Tuition and Training	2,400	2,400			
2560 Maintenance & Repair to Equipment ..	341,000	355,300	14,300		14,300
2563 Maintenance to Computer Software ...	5,300	5,600	300		300
2611 Automation Supplies	20,000	20,000			
3140 Equipment	397,000	397,000			
Total, Non-personal Services	$ 829,500	$ 847,500	$ 18,000	$	$ 18,000

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. MANAGEMENT SUPPORT SERVICES
G. Special Projects

Summary

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions	25	$ 1,507,781	25	$ 1,507,781		$ ----
(2) Non-personal services:						
Price level		$ 149,311		$ 156,011		+ $ 6,700
		$ 149,311		$ 156,011		+ $ 6,700
Total, Special Projects	25	$ 1,657,092	25	$ 1,663,792		+ $ 6,700

Price level	+ $ 6,700
Growing workload	+ ----
Total	+ $ 6,700

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. **MANAGEMENT SUPPORT SERVICES**
   G. Special Projects

General Statement

The Special Projects Service Unit supports the accomplishment of the mission of the Library as a whole by serving as a catalyst for new initiatives and response to strategic issues; by enhancing the skills of Library staff through the provision of direct experience addressing such issues; and by providing a means of dealing with strategic and operational matters that affect more than one of the Library's service units through the sponsorship and oversight of Special Project teams. To date, Special Projects has carried out studies of unprocessed arrearages, provision of remote access to Library of Congress on-line files, options for the establishment of a national center for science and technology information, costs and benefits of cooperative cataloging activities, business aspects of the Photoduplication Service, expansion of the document delivery capacity of the Library, the development of a "key indicators" reporting mechanism for the timely transmittal of strategic statistical information to the Management Team, cost analyses and guidelines for shift work and work at home at the Library, and direct electronic access to formerly secret Soviet documents and to many other documents prepared by Library staff.

Beginning in 1993, Special Projects will direct and support a three-year Library-wide Working Group for the Electronic Library of the Future. The working group will conceive and develop the Library's overall electronic strategy, harmonizing the emerging new electronic library with more traditional library concerns.

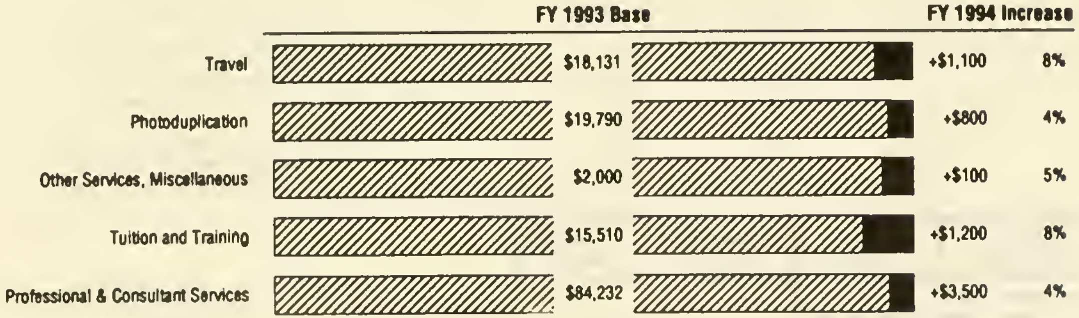
The Library is requesting a total of $1,663,792 to support activities of the Special Projects Service Unit in fiscal 1994. Staffing levels will remain constant, and a non-personal services increase of $6,700 has been requested for price level adjustments.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
   e. Special Projects

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
(2) Non-personal services		$ 149,311		$ 156,011		+ $ 6,700
Price level						+ $ 6,700



LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. **MANAGEMENT SUPPORT SERVICES**
G. **Special Projects**

Additional Information

	FY 1993 Budget	FY 1994 Estimate	1994 Increase		
			Price Level	Growing Workload	Total
2101 Regular Travel	$ 12,550	$ 13,350	$ 800	$	$ 800
2102 Attendance at Meetings	5,581	5,881	300		300
2103 Local Travel	270	270			
2301 Postage	520	520			
2310 Local Telephone	2,653	2,653			
2320 Long Distance Telephone	1,105	1,105			
2410 Printing, General	1,100	1,100			
2430 Photoduplication	19,790	20,590	800		800
2501 Other Services, Miscellaneous	2,000	2,100	100		100
2520 Tuition and Training	15,510	16,710	1,200		1,200
2550 Professional & Consultant Services	84,232	87,732	3,500		3,500
2650 Pamphlets and Documents	2,000	2,000			
2680 Miscellaneous Supplies & Materials	2,000	2,000			
Total, Non-personal Services	$ 149,311	$ 156,011	$ 6,700	$	$ 6,700

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
E. Science and Technology Information (STI)

Summary

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions	3	$ 225,187	5	$ 315,657	+ 2	+ $ 90,470
(2) Non-personal services:						
Price level		$ ----		$ ----		$ ----
Growing workload		----		171,100		+ 171,100
		$ ----		$ 171,100		+ $ 171,100
Total, Science & Technology Information .	3	$ 225,187	5	$ 486,757	+ 2	+ $ 261,570

Price level .... + $ ----
Growing workload ..... + 2 + 261,570
Total .... + $ 261,570

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
E. Science and Technology Information (STI)

General Statement

The mission of Science and Technology Information (STI) is to coordinate the Library's liaison with the scientific and engineering communities and to provide general administrative direction of the Library's information systems.

The Associate Librarian for Science and Technology Information is responsible for the general administration of the service unit, the long-range planning and coordination of service unit activities, the coordination and presentation of policy recommendations to the Library Management Team, and liaison with other libraries and organizations in the areas of science and technology information.

STI enhances existing Library science and technology activities and initiates new ones. *Internal activities* include: (1) coordinating the development of the prototype of a new Automated Referral Center which, when fully developed, will enable Library patrons to identify sources of science and technical information and, in some instances, to access that information; (2) organizing and making operational the development of a new CD-ROM-based computer-networked bibliographic service in the Science and Technology Reading Room; (3) cooperating with the Geography and Map Division to initiate the availability of computer-based maps for our patrons; and (4) consulting with the National Translations Center on ways to enhance their outreach to patrons. *External activities* include: entering into significant new collaborative relationships with other Federal agencies. In the *Executive Branch*, arrangements are with the National Technical Information Service in the Department of Commerce, the National Library of Medicine in the Department of Health and Human Services, the National Aeronautics and Space Administration, and the U.S. Air Force and Defense Advanced Research Projects Agency in the Department of Defense. In the *Legislative Branch*, the Associate Librarian for Science and Technology Information is a member of the Depository Library Council to the Public Printer, one of the Government Printing Office's key advisory bodies. It is anticipated that all of these collaborative efforts will greatly enhance the quality of Library services to the Congress and the general public.

Science and Technology Information is divided into two principal organizational entities: the Office of the Associate Librarian for Science and Technology Information and the Information Technology Services Directorate (ITS). The Office of the Associate Librarian for Science and Technology Information is responsible for providing general administrative direction to ITS and for coordinating Library-wide services in science and technology information. A major goal for STI in 1994 is to elevate the institutional profile in the science and technology community. To continue the work of this office, we are requesting a total of $261,570, $90,470 for the addition of two permanent staff members and $171,100 in non-personal service essentials.

The ITS budget submission is located at section 6.F. in this document.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
E. Science and Technology Information (STI)

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions	3	$ 225,187	5	$ 315,657	+ 2	$ 90,470

To effectively coordinate the Library-wide science and technology information initiative and to support the development of planning for the electronic componente of the Library of Congress of the future through funding 2 new positions .... + 2 $ 90,470

The Science and Technology Information function is being continued in fiscal 1993, supplemented by such funds as can be raised from private sources, with a staff of 2 persons (in addition to the Associate Librarian for Science and Technology Information). This is a skeletal staff for work required and 2 new positions are requested. The new staff will (1) increase the capability of the office to coordinate activities with other service units, which is extremely important because most of the Science and Technology activities require cross-unit collaboration; and (2) will also strengthen the capability to develop new information systems. Far more progress will be possible toward enabling the Library to keep up with new developments in information technology as they apply to science and technology information with these two new people.

1 GS-12 Librarian	$51,421
1 GS-10 Administrative Assistant	39,049
2	$90,470

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. **MANAGEMENT SUPPORT SERVICES**
E. Science and Technology Information (STI)

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
(2) Non-personal services		$ 0		$ 171,100		+ $ 171,100
Growing Workload						+ $ 171,100
a. To provide funding to support the continuation of the science and technology effort ..						+ $ 171,100

The Library requested reprogramming for non-personal funds in fiscal 1993 to support the continuation of the science and technology information initiative, which was begun as a special project in fiscal 1992. A parallel effort is being undertaken to raise funds in the private sector in fiscal 1993 to supplement required funding for that year. The fiscal 1994 request is to establish a permanent non-personal base, as there is no base in fiscal 1993.

For the Science and Technology Information (STI) initiative to be successful, it is imperative that the Library participate, along with other leaders in the scientific and technical community, in major conferences and organizations that focus on significant emerging science and technology information issues. Such participation strengthens the Library's position as a leader in this realm and allows STI to maintain continuing ties with this community to enable the Library (1) to serve the scientific and technical community better, (2) to join with the library and information services community in enhancing their services to that community, and (3) to develop and refine information system specifications to better serve this community in the future.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
8. Science and Technology Information (STI)

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(2) Non-personal services - Growing workload (continued)

STI must also employ leading consultants to complement and enhance existing staff expertise. (1) Two to five consultants working at the leading edge of information technology will be employed for a total of approximately 1,000 person/hours. Through intensive well-organized consultations and terse technical memoranda, they will assure that the Library of Congress fully understands the emerging and evolving information technology through direct professional involvement with leading information technology research and development centers. (2) Two or three consultants who are recognized professionals in the science and technology information arena will be employed for a total of approximately 500 person/hours. Through intensive well-organized consultations and terse advisory memoranda, they will assure that the functions and organizational dynamics of the library and information services community's science and technology work are understood at a level of detail that will enable the Library to interact with this community in the most positive way.

For the *information technology consultants* anticipated deliverables include (1) an assessment of current and future imaging/scanning technologies as they relate to library services; (2) an assessment of existing and future telecommunications technologies, such as low orbit satellites and cellular telecommunications, packet radio, existing networks, such as the telephone and cable television networks, as they relate to library services; (3) a well-reasoned memorandum recommending the types of involvements that the Library should have with leading research and development centers in information technology, including a list of centers that we should be working with; and (4) an assessment of recent and future potential developments in computer interfaces that will make new information systems far more intellectually accessible to elementary and secondary school users and others. For the *recognized professionals in*

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
E. Science and Technology Information (STI)

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(2) Non-personal services - Growing workload (continued)

the science and technology information arena, anticipated deliverables include (1) a report identifying and evaluating Library of Congress options for dealing with intellectual property rights issues involved in the electronic dissemination of items in the Library's robust collections of foreign technical reports; (2) a detailed report identifying and evaluating Library of Congress organizational options for working collaboratively with various segments of the library and information services community to improve the provision of science and technology information services to its user community, including the Congress; and (3) a report on likely evolutionary pathways for the organization of the delivery of library services in the future. It is anticipated that these reports will provide vital support for Library of Congress decision-making in these important areas.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. **MANAGEMENT SUPPORT SERVICES**
   B. Science and Technology Information (STI)

Additional Information

New positions requested	Salaries	Benefits	Total
1 GS-12 Librarian	$ 40,299	$ 11,122	$ 51,421
1 GS-10 Administrative Assistant	30,603	8,446	39,049
2 Total, new positions requested	$ 70,902	$ 19,568	$ 90,470

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
E. Science and Technology Information (STI)

Additional Information

	FY 1993 Budget	FY 1994 Estimate	1994 Increase		
			Price Level	Growing Workload	Total
2101 Regular Travel	$ 0	$ 6,400	$	$ 6,400	$ 6,400
2102 Attendance at Meetings	0	2,500		2,500	2,500
2103 Local Travel	0	600		600	600
2310 Local Telephone	0	800		800	800
2320 Long Distance Telephone	0	1,200		1,200	1,200
2430 Photoduplication	0	2,000		2,000	2,000
2520 Tuition and Training	0	2,000		2,000	2,000
2550 Professional & Consultant Services .	0	150,000		150,000	150,000
2601 Office Supplies	0	3,600		3,600	3,600
2650 Pamphlets and Documents	0	2,000		2,000	2,000
Total, Non-personal Services	$ 0	$ 171,100	$	$ 171,100	$ 171,100

Schedule A

Library of Congress
Salaries and Expenses
By Organization and By Object Class
FY 1994
($000)

Categories	FY92 Actual		FY93 Estimate		FY94 Estimate		Net Change 93/94	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
1. **Breakdown by Organization:**								
Collections Services	1,687	$91,205	1,658	$93,757	1,670	$103,337	+ 12	$ + 9,580
Constituent Services	601	29,881	570	29,903	634	34,051	+ 64	+ 4,148
Law Library	104	5,270	99	5,210	107	5,854	+ 8	+ 644
Cultural Affairs	75	5,577	72	5,558	72	5,903		+ 345
Management Support Services	829	64,667	815	68,735	832	73,225	+ 17	+ 4,490
Total	3,296	$196,600	3,214	$203,163	3,315	$222,370	+ 101	$ + 19,207
2. **Breakdown by Object Class:**								
11 Personnel Compensation		$119,886		$124,753		$136,695		$ + 11,942
12 Personnel Benefits		20,907		22,921		25,552		+ 2,631
13 Benefits for Former Personnel		139		251		268		+ 17
21 Travel		1,056		1,028		1,118		+ 90
22 Transportation of Things		304		555		570		+ 15
23 Rent, Communications & Utilities		6,734		14,751		11,932		- (2,819)
24 Printing and Reproduction		5,762		6,208		6,526		+ 318
25 Other Services		17,114		14,942		18,823		+ 3,881
26 Supplies and Materials		4,950		3,805		5,130		+ 1,325
31 Equipment		19,748		13,947		15,754		+ 1,807
42 Insurance Claims and Indemnities		---		2		2		---
Total		$196,600		$203,163		$222,370		$ + 19,207

Schedule B

Library of Congress
Salaries and Expenses
Analysis of Change
By Organization and By Object Class
FY 1994
($000)

Categories	Mandatory Changes		Price Level Changes		PROGRAM CHANGES						Net Change	
					Staff Level Increases		Other Increases		Program Decreases			
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
1. **Breakdown by Organization:**												
Collections Services	---	$5,060	---	$1,132	12	$387	---	$3,001	---	---	12	$ + 9,580
Constituent Services	---	1,700	---	13	64	2,203	---	232	---	---	64	+ 4,148
Law Library	---	359	---	6	8	262	---	15	---	---	8	+ 644
Cultural Affairs	---	283	---	43	---	---	---	225	---	(206)	---	+ 345
Management Support Services	---	2,732	---	978	17	1,685	---	2,537	---	(3,440)	17	+ 4,490
Total	---	$10,134	---	$2,172	101	$4,537	---	$6,010	---	($3,646)	101	$ + 19,207
2. **Breakdown by Object Class:**												
11 Personnel Compensation		$8,451		---		$3,556		---		($65)		$ + 11,942
12 Personnel Benefits		1,666		---		981		---		(16)		+ 2,631
13 Benefits for Former Personnel		17		---		---		---		---		+ 17
21 Travel		---		79		---		13		(2)		+ 90
22 Transportation of Things		---		15		---		---		---		+ 15
23 Rent, Communications & Utilities		---		582		---		2		(3,403)		- (2,819)
24 Printing and Reproduction		---		51		---		323		(56)		+ 318
25 Other Services		---		759		---		3,226		(104)		+ 3,881
26 Supplies and Materials		---		156		---		1,169		---		+ 1,325
31 Equipment		---		530		---		1,277		---		+ 1,807
42 Insurance Claims and Indemnities		---		---		---		---		---		---
Total		$10,134		$2,172		$4,537		$6,010		($3,646)		$ + 19,207

Schedule C

Library of Congress
Salaries and Expenses
Summary
Detailed Analysis of Changes
FY 1994
($000)

	Calculation of Base	
	Staff	Amount
Appropriation, 1993	3,214	$203,163
Budget Base, 1993		203,163
	1994 Request	
	Staff	Amount
I. Adjustments to Base		
A. Mandatory Changes		
1. Merit increase and related benefits		$1,889
2. Annualization of pay raises		1,670
3. Annualization of pay raise (foreign)		304
4. Accident compensaiton		31
5. Funding of 1/94 pay raise		2,758
6. Funding of 1/94 locality pay raise		3,459
7. Annualization of position		23
B. Price Level Changes		
1. Travel cost increases		79
2. Transportation of things increases		15
3. Rent and postage increases		582
4. Printing cost increases		51
5. ADP timesharing price increases		—
6. Miscellaneous services Increases		711
7. Tuition and training increases		48
8. Supplies cost increases		156
9. Equipment cost increases		530
C. Program Increases		
1. Staff level increases	101	3,150
Unfinanced positions	[37]	1,352
Temporary position	(1)	35
2. Other Program increases		
a. Travel		13
b. Transportation of things		—
c. Rent, communications & utilities		2
d. Printing and reproduction		323
e. Other services		3,226
f. Supplies and materials		1,169
g. Equipment		1,277
D. Program Decreases		
1. Salaries and benefits		—
Indefinite positions		(81)
2. Travel		(2)
3. Rent, communications and utilities		(3,403)
4. Printing and reproduction		(56)
5. Other services		(104)
6. Equipment (Non-recurring)		—
II. Net Increase/Decrease Requested	101	19,207
III. Total Appropriation Request, 1994	3,315	$222,370

Schedule C

Library of Congress
Salaries and Expenses
Collections Services
Detailed Analysis of Changes
FY 1994
($000)

	Calculation of Base	
	Staff	Amount
Appropriation, 1993	1,658	$93,757
Budget Base, 1993		93,757
	1994 Request	
	Staff	Amount
I. Adjustments to Base		
A. Mandatory Changes		
1. Merit increase and related benefits		$1,017
2. Annualization of pay raises		796
3. Annualization of pay raise (foreign)		304
4. Accident compensaiton		—
5. Funding of 1/94 pay raise		1,293
6. Funding of 1/94 locality pay raise		1,650
7. Annualization of position		—
B. Price Level Changes		
1. Travel cost increases		58
2. Transportation of things increases		15
3. Rent and postage increases		58
4. Printing cost increases		13
5. ADP timesharing price increases		—
6. Miscellaneous services increases		325
7. Tuition and training increases		9
8. Supplies cost increases		124
9. Equipment cost increases		530
C. Program Increases		
1. Staff level increases	12	387
Unfinanced positions		—
Temporary position		—
2. Other Program increases		
a. Travel		4
b. Transportation of things		—
c. Rent, communications & utilities		—
d. Printing and reproduction		—
e. Other services		1,520
f. Supplies and materials		352
g. Equipment		1,125
D. Program Decreases		
1. Salaries and benefits		—
Indefinite positions		—
2. Travel		—
3. Rent, communications and utilities		—
4. Printing and reproduction		—
5. Other services		—
6. Equipment (Non-recurring)		—
II. Net Increase/Decrease Requested	12	9,580
III. Total Appropriation Request, 1994	1,670	$103,337

Schedule C

Library of Congress
Salaries and Expenses
Constituent Services
Detailed Analysis of Changes
FY 1994
($000)

	Calculation of Base	
	Staff	Amount
Appropriation, 1993	570	$29,903
Budget Base, 1993		29,903
	1994 Request	
	Staff	Amount
I. Adjustments to Base		
A. Mandatory Changes		
1. Merit increase and related benefits		$323
2. Annualization of pay raises		290
3. Annualization of pay raise (foreign)		—
4. Accident compensaiton		—
5. Funding of 1/94 pay raise		483
6. Funding of 1/94 locality pay raise		604
7. Annualization of position		—
B. Price Level Changes		
1. Travel cost increases		2
2. Transportation of things increases		—
3. Rent and postage increases		—
4. Printing cost increases		4
5. ADP timesharing price increases		—
6. Miscellaneous services increases		5
7. Tuition and training increases		2
8. Supplies cost increases		—
9. Equipment cost increases		—
C. Program Increases		
1. Staff level increases	64	1,669
Unfinanced positions	[19]	534
Temporary position		—
2. Other Program increases		
a. Travel		—
b. Transportation of things		—
c. Rent, communications & utilities		—
d. Printing and reproduction		6
e. Other services		6
f. Supplies and materials		220
g. Equipment		—
D. Program Decreases		
1. Salaries and benefits		—
Indefinite positions		—
2. Travel		—
3. Rent, communications and utilities		—
4. Printing and reproduction		—
5. Other services		—
6. Equipment (Non-recurring)		—
II. Net Increase/Decrease Requested	64	4,148
III. Total Appropriation Request, 1994	634	$34,051

Schedule C

Library of Congress
Salaries and Expenses
Law Library
Detailed Analysis of Changes
FY 1994
($000)

	Calculation of Base	
	Staff	Amount
Appropriation, 1993	99	$5,210
Budget Base, 1993		5,210
	1994 Request	
	Staff	Amount
I. Adjustments to Base		
A. Mandatory Changes		
1. Merit increase and related benefits		$51
2. Annualization of pay raises		70
3. Annualization of pay raise (foreign)		---
4. Accident compensaiton		---
5. Funding of 1/94 pay raise		110
6. Funding of 1/94 locality pay raise		128
7. Annualization of position		---
B. Price Level Changes		
1. Travel cost increases		---
2. Transportation of things increases		---
3. Rent and postage increases		---
4. Printing cost increases		2
5. ADP timesharing price increases		---
6. Miscellaneous services increases		6
7. Tuition and training increases		---
8. Supplies cost increases		---
9. Equipment cost increases		---
C. Program Increases		
1. Staff level increases	8	262
Unfinanced positions		---
Temporary position		---
2. Other Program increases		
a. Travel		---
b. Transportation of things		---
c. Rent, communications & utilities		---
d. Printing and reproduction		15
e. Other services		---
f. Supplies and materials		---
g. Equipment		---
D. Program Decreases		
1. Salaries and benefits		---
Indefinite positions		---
2. Travel		---
3. Rent, communications and utilities		---
4. Printing and reproduction		---
5. Other services		---
6. Equipment (Non-recurring)		---
II. Net Increase/Decrease Requested	8	644
III. Total Appropriation Request, 1994	107	$5,854

Schedule C

Library of Congress
Salaries and Expenses
Cultural Affairs
Detailed Analysis of Changes
FY 1994
($000)

	Calculation of Base	
	Staff	Amount
Appropriation, 1993	72	$5,558
Budget Base, 1993		5,558
	1994 Request	
	Staff	Amount
I. Adjustments to Base		
A. Mandatory Changes		
1. Merit increase and related benefits		$36
2. Annualization of pay raises		56
3. Annualization of pay raise (foreign)		—
4. Accident compensaiton		—
5. Funding of 1/94 pay raise		90
6. Funding of 1/94 locality pay raise		101
7. Annualization of position		—
B. Price Level Changes		
1. Travel cost increases		4
2. Transportation of things increases		—
3. Rent and postage increases		—
4. Printing cost increases		17
5. ADP timesharing price increases		—
6. Miscellaneous services increases		17
7. Tuition and training increases		1
8. Supplies cost increases		4
9. Equipment cost increases		—
C. Program Increases		
1. Staff level increases		—
Unfinanced positions		—
Temporary position		—
2. Other Program increases		
a. Travel		—
b. Transportation of things		—
c. Rent, communications & utilities		—
d. Printing and reproduction		90
e. Other services		88
f. Supplies and materials		47
g. Equipment		—
D. Program Decreases		
1. Salaries and benefits		—
Indefinite positions		(81)
2. Travel		(2)
3. Rent, communications and utilities		—
4. Printing and reproduction		(19)
5. Other services		(104)
6. Equipment (Non-recurring)		—
II. Net Increase/Decrease Requested		345
III. Total Appropriation Request, 1994	72	$5,903

Schedule C

Library of Congress
Salaries and Expenses
Management Support Services
Detailed Analysis of Changes
FY 1994
($000)

	Calculation of Base	
	Staff	Amount
Appropriation, 1993	815	$68,735
Budget Base, 1993		68,735
	1994 Request	
	Staff	Amount
I. Adjustments to Base		
A. Mandatory Changes		
1. Merit increase and related benefits		$462
2. Annualization of pay raises		458
3. Annualization of pay raise (foreign)		—
4. Accident compensaiton		31
5. Funding of 1/94 pay raise		782
6. Funding of 1/94 locality pay raise		976
7. Annualization of position		23
B. Price Level Changes		
1. Travel cost increases		15
2. Transportation of things increases		—
3. Rent and postage increases		524
4. Printing cost increases		15
5. ADP timesharing price increases		—
6. Miscellaneous services increases		358
7. Tuition and training increases		36
8. Supplies cost increases		28
9. Equipment cost increases		—
C. Program Increases		
1. Staff level increases	17	832
Unfinanced positions	[18]	818
Temporary position	(1)	35
2. Other Program increases		
a. Travel		9
b. Transportation of things		—
c. Rent, communications & utilities		2
d. Printing and reproduction		212
e. Other services		1,612
f. Supplies and materials		550
g. Equipment		152
D. Program Decreases		
1. Salaries and benefits		—
Indefinite positions		—
2. Travel		—
3. Rent, communications and utilities		(3,403)
4. Printing and reproduction		(37)
5. Other services		—
6. Equipment (Non-recurring)		—
II. Net Increase/Decrease Requested	17	4,490
III. Total Appropriation Request, 1994	832	$73,225

LIBRARY OF CONGRESS
Salaries and Expenses

Program and Financing (in thousands of dollars)

Identification code 03–0101–0–1–503		1992 actual	1993 est.	1994 est.
	Program by activities:			
	Direct program:			
00.01	Collections services	91,205	94,251	104,337
00.02	Constituent services	29,881	29,903	34,051
00.03	Cultural affairs	5,577	5,558	5,903
00.04	Law library	5,270	5,210	5,854
00.05	Management support services	64,667	68,735	73,225
00.91	Total direct program	196,600	203,657	223,370
01.01	Reimbursable program	65,525	67,595	69,810
10.00	Total obligations	262,125	271,252	293,180
	Financing:			
21.40	Unobligated balance available, start of year	−7,916	−8,039	−7,545
74.40	Unobligated balance available, end of year	8,039	7,545	6,545
25.00	Unobligated balance expiring	1,228		
39.00	**Budget authority (gross)**	263,476	270,758	292,180
	Budget authority:			
	Current:			
40.00	**Appropriation**	188,966	195,663	214,870
	Permanent:			
65.00	**Advance appropriation**	2,607		
68.00	**Spending authority from offsetting collections**	71,903	75,095	77,310
	Relation of obligations to outlays:			
71.00	Total obligations	262,125	271,252	293,180
72.40	Obligated balance, start of year	67,648	68,997	53,235
74.40	Obligated balance, end of year	−68,997	−53,235	−55,184
77.00	Adjustments in expired accounts	−988		
87.00	Outlays (gross)	259,788	287,014	291,231
	Adjustments to budget authority and outlays:			
	Deductions for offsetting collections:			
88.00	Federal funds	−65,653	−67,745	−69,960
88.40	Non-Federal sources	−6,250	−7,350	−7,350
88.90	Total, offsetting collections	−71,903	−75,095	−77,310
89.00	Budget authority (net)	191,573	195,663	214,870
90.00	Outlays (net)	187,885	211,919	213,921

Object Classification (in thousands of dollars)

Identification code 03–0101–0–1–503		1992 actual	1993 est.	1994 est.
	Direct obligations:			
	Personnel compensation:			
11.1	Full-time permanent	116,025	122,913	134,799
11.3	Other than full-time permanent	987	857	859
11.5	Other personnel compensation	2,874	983	1,037
11.9	Total personnel compensation	119,886	124,753	136,695
12.1	Civilian personnel benefits	20,907	22,921	25,553
13.0	Benefits for former personnel	139	251	268
21.0	Travel and transportation of persons	1,056	1,028	1,118
22.0	Transportation of things	304	555	570
23.1	Rental payments to GSA	2,505	5,691	2,666
23.3	Communications, utilities, and miscellaneous charges	4,229	9,060	9,265
24.0	Printing and reproduction	5,767	6,208	6,525
25.1	Consulting services	2,468	1,398	2,830
25.2	Other services	14,646	14,038	16,992
26.0	Supplies and materials	4,950	3,805	5,130
31.0	Equipment	19,748	13,947	15,755
42.0	Insurance claims and indemnities		2	2
99.0	Subtotal, direct obligations	196,600	203,657	223,370
99.0	Reimbursable obligations	65,525	67,595	69,810
99.9	Total obligations	262,125	271,252	293,180

Personnel Summary

	Direct: Total compensable workyears:			
1001	Full-time equivalent employment	3,107	3,088	3,22
1005	Full-time equivalent of overtime and holiday hours	51	15	1
	Reimbursable: Total compensable workyears:			
2001	Full-time equivalent employment	154	154	154
2005	Full-time equivalent of overtime and holiday hours	4	4	4

[Clerk's note.—The Program and Finance and Object Class tables reflect the budget justifications as submitted to the Subcommittee. Please check Appendix to the President's FY94 Budget for any changes that may be made subsequent to the January 1993 submission to the Subcommittee.]

LIBRARY OF CONGRESS
Copyright Office
Salaries and Expenses

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

	Total	Offsetting Collections	Regular Bill
1993 Budget	$26,228,000	- $16,717,000	$ 9,511,000
1994 Estimate	27,771,000	- 16,885,000	10,886,000
Net Increase	+ $ 1,543,000	- $ 168,000	+ $ 1,375,000

Summary

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
Mandatory Increases		$ ----		$ 1,354,600		+ $1,354,600
Positions	556	23,409,825	556	23,509,825		+ 100,000
Non-personal services:						
Price level		$ 2,818,175		$ 2,878,175		+ $ 60,000
Growing workload		----		28,400		+ 28,400
		$ 2,818,175		$ 2,906,575		+ $ 88,400
Total, Salaries & Expenses, Copyright Office	556	$26,228,000	556	$27,771,000		+ $1,543,000
Less: Offsetting Collections		- 16,717,000		- 16,885,000		- 168,000
Total Appropriation	556	$ 9,511,000	556	$10,886,000		+ $1,375,000

Mandatory increases	+	$1,354,600
Price level	+	60,000
Growing workload	+	128,400
Total	+	$1,543,000

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

1. BASIC

	Total	Offsetting Collections	Regular Bill
1993 Budget	$23,332,426	- $14,500,000	$ 8,832,426
1994 Estimate	24,671,426	- 14,500,000	10,171,426
Net Increase	+ $ 1,339,000	- $ ----	+ $ 1,339,000

Summary

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
Mandatory Increases		$ ----		$ 1,204,900		+ $1,204,900
Positions	506	21,355,696	506	21,455,696	+	100,000
Non-personal services:						
Price level		$ 1,976,730		$ 2,019,830		+ $ 43,100
Growing workload		----		- 9,000		- 9,000
		$ 1,976,730		$ 2,010,830		+ $ 34,100
Total, Copyright Office - BASIC	506	$23,332,426	506	$24,671,426		+ $1,339,000
Less: Offsetting Collections		- 14,500,000		- 14,500,000		- ----
Total Appropriation	506	$ 8,832,426	506	$10,171,426		+ $1,339,000

Mandatory increases	+	$1,204,900
Price level	+	43,100
Growing workload	+	91,000
Total	+	$1,339,000

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

1. BASIC

General Statement

The Copyright Office is charged with the administration of the U.S. copyright law. Accordingly, the Copyright Office processes claims for copyright registration, creates an on-line index of all claims that are registered, provides information to the public about United States copyright practices and procedures, and conducts certified searches of the copyright records. The Office also processes and records works deposited under the mandatory deposit provisions of the law as well as certain kinds of documents submitted for recordation.

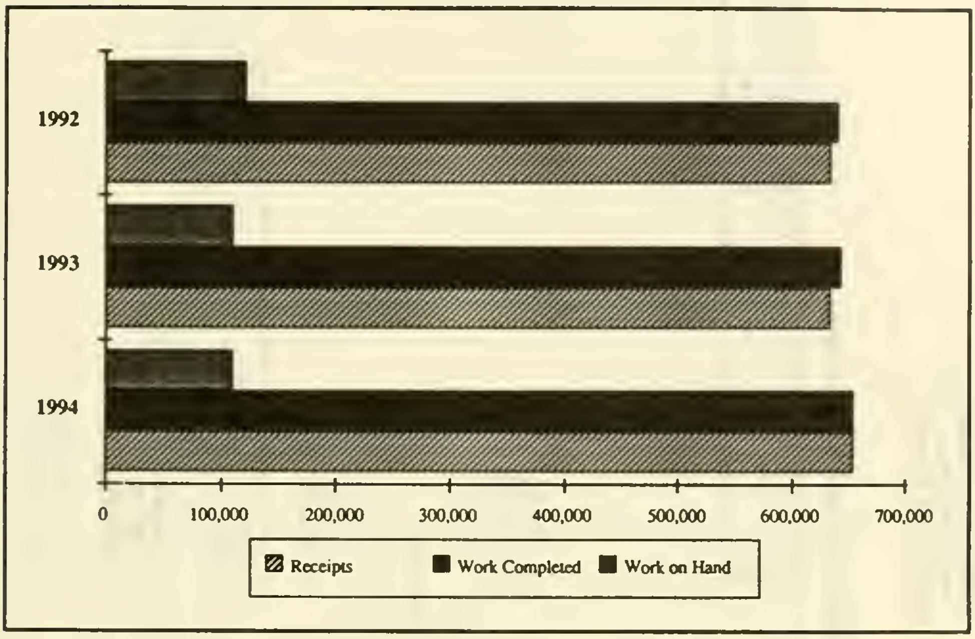
The Register and his staff work closely with other U.S. Government organizations in both the executive and legislative branches. In this capacity the Office assists congressional committees in drafting and analyzing legislation relating to intellectual property, represents the U.S. Government at numerous international copyright conclaves, and advises the U.S. Trade Representative, the State Department, and the Commerce Department on foreign trade policy and the protection of intellectual property abroad. Additionally, the Office provides copyright information and technical support for the copyright related activities of all executive branch agencies.

The Copyright Office has two major objectives in fiscal 1994. The first is to improve the utilization of the Optical Disk Storage System, which was installed in fiscal 1993. This system will increase the efficiency of processing the 650,000 copyright claims received annually by eliminating hand-stamping, eliminating manual photocopying, eliminating microfilming of applications, and automating the retrieval and refiling of paper applications. The second is to place detection targets in approximately 110,000 books selected for the collections of the Library.

The Library is requesting a total of $24,671,426 to fund the Basic Copyright Office in fiscal 1994. This represents an increase of $1,339,000. Of this amount, $1,204,900 is a result of mandatory increases, and $34,100 is for non-personal services.

COPYRIGHT OFFICE WORKLOAD PROJECTIONS FOR REGISTRATION CLAIMS

October 1992



Fiscal Year	Staffing[1]	Receipts	Work Completed	Work on Hand
1992	488	635,000	641,000	122,000
1993	490	635,000[2]	645,000	112,000
1994	490	655,000	655,000	112,000

[1] *Actual Full Time Equivalents for Copyright Basic (excludes Licensing and Acquisitions Divisions)*

[2] *A projected 3% growth in claims is offset by newly enacted legislation reducing the projected number of Renewals and by a new regulation that allows for the group registration of daily newespapers.*

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

1. BASIC

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
A. Mandatory increases						+ $1,204,900
(1) Ingrades						+ $ 199,300
Funds are requested to cover ingrades.						
Salaries		$ 167,577				
Personnel benefits		31,723				
		$ 199,300				
(2) Annualization of pay raise						+ $ 209,400
This increase is necessary to provide for annualization of the 1993 pay raise, effective January 1993.						
Salaries		$ 176,200				
Personnel benefits		33,200				
		$ 209,400				
(3) Funding for January 1994 pay raise						+ $ 346,600
This increase is necessary to provide for a 2.2 percent pay raise effective January 1994.						
Salaries		$ 291,600				
Personnel benefits		55,000				
		$ 346,600				

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

1. BASIC

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
A. Mandatory increases (continued)						
(4) Funding for January 1994 locality pay						+ $ 449,600

This increase is necessary to provide for a 2.9 percent locality pay increase effective January 1994.

Salaries	$ 378,100
Personnel benefits	71,500
	$ 449,600

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

1. BASIC

Not to exceed $2,250 of funds appropriated to the Library of Congress may be expended on the certification of the Librarian of Congress or his designee, in connection with official representation and reception expenses for the Copyright office.

The Library is requesting authority to use $2,250 of the funding already approved for the International Copyright Institute for such activities as a welcoming lunch and a farewell dinner for approximately 45 foreign copyright officials expected to attend the Institute in fiscal 1994.

In the past, the Office has used money donated by the copyright industries. However, the Register of Copyright believes that this could be perceived as a conflict of interest that could compromise the Office's impartiality in the conduct of its business, particularly with regard to regulatory activities and litigation.

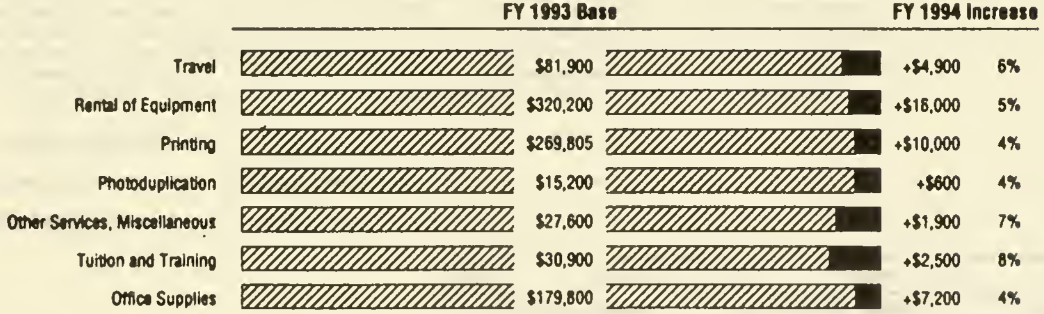
To ensure that funds are spent properly, the Register of Copyrights would develop guidelines for use of these funds and submit a request with justification to the Librarian in advance of each event.

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

1. BASIC

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
B. Non-personal services		$ 1,976,730		$ 2,010,830		+ $ 34,100
Price level						+ $ 43,100



LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

1. BASIC

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
C. Increases and Decreases - Growing Workload						- $ 9,000

Travel International Copyright Institute ..... - $ 100,000

Personnel benefits .... + $ 100,000

The fiscal 1993 appropriation for the Copyright Office states "that $200,000 of the amount appropriated is available for the maintenance of an International Copyright Institute" in the Copyright Office of the Library of Congress for the purpose of training national of developing countries in intellectual property laws and policies." Our request to spend an additional $100,000 in fiscal 1993 was to support additional training programs that were scheduled for developing countries in fiscal 1993 only. Therefore, we are requesting approval to reduce our spending level to $100,000 annually in the International Copyright allotment and return the $100,000 to the personnel benefits allotment.

Postage .... + $ 81,000

The Copyright Office request for $81,000 is to pay for the U.S Postal rate increase of 18% that went into effect in fiscal 1991. Postage costs are a major non-personal expenditure for the Copyright Office ($450,000 annually). These costs are for:

- Requests for copyright information.
- Corresponding to copyright remitters.
- Sending monthly statements of deposit accounts.
- Mailing copyright certificates of registration.
- Mailing search reports and additional certificates for litigation.

These mailing services are essential to copyright registration process and supplemented by revenues from the filing of copyright claims.

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

1. BASIC

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

C. Increases and Decreases - Growing Workload (continued)

Office supplies .... + $ 10,000

To purchase 118,000 targets to insert in books for the Library's permanent collections.

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

1. BASIC

Additional Information

	FY 1993 Budget	FY 1994 Estimate	1994 Increase		
			Price Level	Growing Workload	Total
2101 Regular Travel	$ 71,200	$ 75,500	$ 4,300	$	$ 4,300
2102 Attendance at Meetings	10,700	11,300	600		600
2103 Local Travel	300	300			
2110 Travel (ICI)	200,000	100,000		- 100,000	- 100,000
2301 Postage	449,000	530,000		81,000	81,000
2310 Local Telephone	63,400	63,400			
2312 Local Telephone - Digital Switch	100,325	100,325			
2320 Long Distance Telephone	86,500	86,500			
2327 Teletype etc.	100	100			
2330 Rental of Equipment	320,200	336,200	16,000		16,000
2410 Printing, General	257,405	266,905	9,500		9,500
2420 Printing, Publications	2,300	2,300			
2421 Printing, Catalogs	12,400	12,900	500		500
2430 Photoduplication	15,200	15,800	600		600
2440 Offset Reproduction	4,000	4,000			
2501 Other Services, Miscellaneous	27,600	29,500	1,900		1,900
2520 Tuition and Training	30,900	33,400	2,500		2,500
2545 Grievance & Arbitration Services	3,000	3,000			
2601 Office Supplies	179,800	197,000	7,200	10,000	17,200
3100 Books and Library Materials	42,400	42,400			
3140 Equipment (ADP)	100,000	100,000			
Total, Non-personal Services	$ 1,976,730	$ 2,010,830	$ 43,100	$- 9,000	$ 34,100

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

2. LICENSING

	Total	Offsetting Collections	Regular Bill
1993 Budget	$ 2,217,000	- $ 2,217,000	$ ----
1994 Estimate	2,385,000	- 2,385,000	----
Net Increase	+ $ 168,000	- $ 168,000	+ $ ----

Summary

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
Mandatory Increases		$ ----		+ $ 114,600		+ $ 114,600
Positions	35	1,417,455	35	1,417,455	+	----
Non-personal services:						
Price level		$ 799,545		$ 815,545		+ $ 16,000
Growing workload		----		37,400		+ 37,400
		$ 799,545		$ 852,945		+ $ 53,400
Total, Copyright Office - LICENSING	35	$ 2,217,000	35	$ 2,385,000		+ $ 168,000
Less: Offsetting Collections		- 2,217,000		- 2,385,000		- 168,000
Total Appropriation	35	$ ----	35	$ ----		$ ----

Mandatory increases	+ $ 114,600
Price level	+ 16,000
Growing workload	+ 37,400
Total	+ $ 168,000

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

2. LICENSING

General Statement

The Copyright Office's Licensing Division administers the national compulsory licensing provisions of Public Law 94-554, and the Satellite Home Viewers Act of 1988, which added a new statutory license to the Copyright Act. The Division annually collects over 200 million dollars in royalty fees from cable television systems for their use of copyrighted programming and from satellite carriers who retransmit copyrighted television broadcasts to the more than two million home dish owners across the United States.

The Audio Home Recording Act of 1992, S.1623, became Public Law 102-653 on October 28,1992. The legislation establishes a new royalty payment system and the "Serial Copy Management System" for digital audio recording equipment and medium. The legislation provides for reasonable operating costs to be deducted from royalty fees that are estimated to be $100 million annually. With the enactment of this law, the Licensing Division is requesting additional non-personal services to implement this new legislation.

The Library is requesting a total of $2,385,000 to fund the Licensing Division in fiscal 1994. This represents an increase of $168,000. Of this amount, $114,600 is a result of mandatory increases, and $53,400 is for non-personal services. These resources are funded by deductions from royalty fees as offsetting collections as a matter of law.

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

2. LICENSING

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
A. Mandatory increases						+ $ 114,600
(1) Ingrades and reallocations						+ $ 50,100
(2) Annualization of pay raise						+ $ 12,500
(3) Funding for January 1994 pay raise						+ $ 22,600

A. Mandatory increases

(1) Ingrades and reallocations

Funds are requested to cover ingrades and reallocations.

Salaries	$ 40,047
Personnel benefits	10,053
	$ 50,100

(2) Annualization of pay raise

This increase is necessary to provide for annualization of the 1993 pay raise, effective January 1993.

Salaries	$ 10,600
Personnel benefits	1,900
	$ 12,500

(3) Funding for January 1994 pay raise

This increase is necessary to provide for a 2.2 percent pay raise effective January 1994.

Salaries	$ 19,200
Personnel benefits	3,400
	$ 22,600

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

2. LICENSING

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

A. Mandatory increases (continued)

(4) Funding for January 1994 locality pay .... + $ 29,400

This increase is necessary to provide for a 2.9 percent locality pay increase effective January 1994.

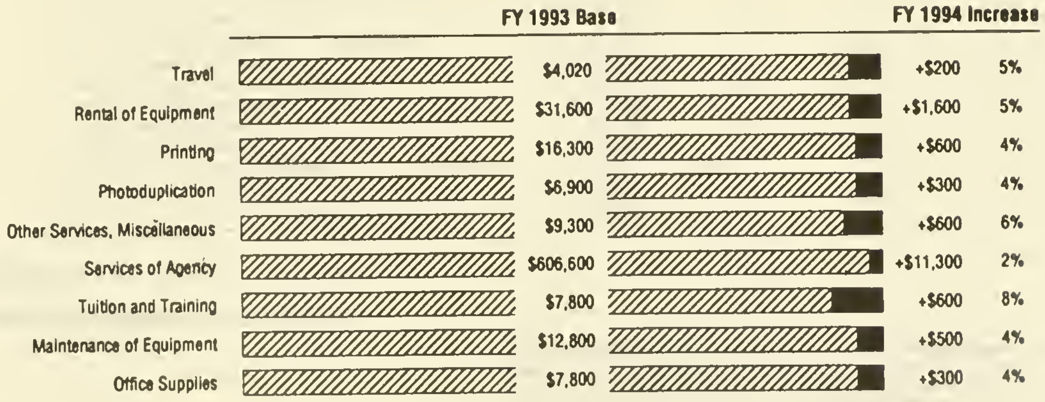
Salaries	$ 25,000
Personnel benefits	4,400
	$ 29,400

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

2. LICENSING

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
B. Non-personal services		$ 799,545		$ 852,945		+ $ 53,400
Price level						+ $ 16,000



LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

2. LICENSING

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
C. Non-personal services (continued)						
Growing Workload						+ $ 37,400
Regular Travel		+ $ 1,000				
Postage		+ 1,500				
Local Telephone		+ 500				
Long Distance Telephone		+ 2,000				
Printing, General		+ 5,000				
Photoduplication		+ 500				
Offset Reproduction		+ 400				
Other Services, Miscellaneous		+ 12,000				
Tuition and Training		+ 1,500				
Maintenance & Repair of Equipment		+ 1,000				
Office Supplies		+ 1,500				
Books and Library Materials		+ 500				
Equipment		+ 10,000				
		$ 37,400				

The Audio Home Recording Act of 1992 will place additional operational responsibilities on the Copyright Office and the Licensing Division. The Office must disseminate information to the public, issue regulations, hold public hearings, design and publish information bulletins, receive and invest royalty fees, and examine Statements of Account and Notice filings. Security is of primary importance because of the Division's responsibility to direct safeguards at each level of processing and storage for the quarterly and annual Statements of Account which contain confidential, trade secret information.

The Division must pay for these items directly to comply with the Act's provisions of deducting reasonable expenses from royalty fees deposited as offsetting collections.

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

2. LICENSING

Additional Information

	FY 1993 Budget	FY 1994 Estimate	1994 Increase		
			Price Level	Growing Workload	Total
2101 Regular Travel	$ 4,020	$ 5,220	$ 200	$ 1,000	$ 1,200
2102 Attendance at Meetings	1,280	1,280			
2103 Local Travel	100	100			
2301 Postage	25,500	27,000		1,500	1,500
2310 Local Telephone	6,600	7,100		500	500
2312 Local Telephone - Digital Switch ...	4,000	4,000			
2320 Long Distance Telephone	4,200	6,200		2,000	2,000
2330 Rental of Equipment	31,600	33,200	1,600		1,600
2410 Printing, General	16,300	21,900	600	5,000	5,600
2430 Photoduplication	6,900	7,700	300	500	800
2440 Offset Reproduction	900	1,300		400	400
2501 Other Services, Miscellaneous	9,300	21,900	600	12,000	12,600
2516 Services of LC	379,340	381,140	1,800		1,800
2518 Services of Copyright	227,260	236,760	9,500		9,500
2520 Tuition and Training	7,800	9,900	600	1,500	2,100
2560 Maintenance & Repair of Equipment ..	12,800	14,300	500	1,000	1,500
2601 Office Supplies	7,800	9,600	300	1,500	1,800
3100 Books and Library Materials	2,000	2,500		500	500
3140 Equipment	51,845	61,845		10,000	10,000
Total, Non-personal Services	$ 799,545	$ 852,945	$ 16,000	$ 37,400	$ 53,400

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

3. ACQUISITIONS

	Total	Offsetting Collections	Regular Bill
1993 Budget	$ 678,574	- $ ----	$ 678,574
1994 Estimate	714,574	- ----	714,574
Net Increase	+ $ 36,000	- $ ----	+ $ 36,000

Summary

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
Mandatory Increases		$ ----		$ 35,100		+ $ 35,100
Positions	15	636,674	15	636,674		$ ----
Non-personal services:						
Price level		$ 41,900		$ 42,800		+ $ 900
Total, Copyright Office - ACQUISITIONS	15	$ 678,574	15	$ 714,574		+ $ 36,000

Mandatory increases	+ $ 35,100
Price level	+ 900
Growing workload	+ ----
Total	+ $ 36,000

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

3. ACQUISITIONS

General Statement

The Copyright Acquisitions Division is responsible for the acquisition of domestic and international materials in various formats for the collections of the Library of Congress through the enforcement of the mandatory deposit requirement as stated in section 407 of the Copyright Act of 1976 (Title 17, U.S.C.). In addition, the Division is responsible for the administration of the recall provisions of the Motion Picture Agreement between the Library and the signatories to the agreement.

The Library's major objective is to use the mandatory provisions of the copyright law as an acquisition source to support the Library's programs.

The Library is requesting a total of $714,574 to fund the Acquisitions Division in fiscal 1994. This represents an increase of $36,000. Of this amount, $35,100 is a result of mandatory increases, and $900 is for non-personal services.

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

3. ACQUISITIONS

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
A. Mandatory increases						+ $ 35,100
(1) Ingrades and reallocations						+ $ 5,500

Funds are requested to cover ingrades and reallocations

Salaries	$ 4,184
Personnel benefits	1,316
	$ 5,500

(2) Annualization of pay raise		+ $ 6,200

This increase is necessary to provide for annualization of the 1993 pay raise, effective January 1993.

Salaries	$ 5,200
Personnel benefits	1,000
	$ 6,200

(3) Funding for January 1994 pay raise		+ $ 10,100

This increase is necessary to provide for a 2.2 percent pay raise effective January 1994.

Salaries	$ 8,500
Personnel benefits	1,600
	$ 10,100

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

3. ACQUISITIONS

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
A. Mandatory increases (continued)						
(4) Funding for January 1994 locality pay						+ $ 13,300

This increase is necessary to provide for a 2.9 percent locality pay increase effective January 1994.

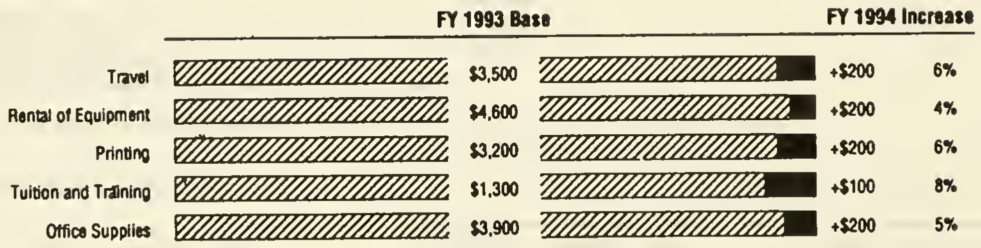
Salaries	$ 11,200
Personnel benefits	2,100
	$ 13,300

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

3. ACQUISITIONS

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
B. Non-personal services		$ 41,900		$ 42,800		+ $ 900
Price level						+ $ 900



LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

3. ACQUISITIONS

Additional Information

	FY 1993 Budget	FY 1994 Estimate	1994 Increase		
			Price Level	Growing Workload	Total
2101 Regular Travel	$ 3,500	$ 3,700	$ 200	$	$ 200
2301 Postage	3,000	3,000			
2310 Local Telephone	5,400	5,400			
2320 Long Distance Telephone	13,500	13,500			
2330 Rental of Equipment	4,600	4,800	200		200
2410 Printing, General	3,200	3,400	200		200
2430 Photoduplication	500	500			
2520 Tuition and Training	1,300	1,400	100		100
2601 Office Supplies	3,900	4,100	200		200
3100 Books and Library Materials	3,000	3,000			
Total, Non-personal Services	$ 41,900	$ 42,800	$ 900	$	$ 900

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

Income: Fiscal 1992

Additional Information

TABLE I

Estimated Value of Materials Transferred to the Library of Congress

	Copyright Registrations	Deposit Only	Total Items Transferred	Average Unit Price	Value of Items Transferred
Books	124,054	21,800	145,854	$35.34	$ 5,154,480
Books, Periodicals (for E & G)	102,299	18,025	120,324	$ 3.00	360,972
Periodicals	188,669	307,121	495,790	$ 6.94	3,440,782
Motion Pictures	7,073	593	7,666	$ *	2,023,640
Music	42,448	86	42,534	$22.00	935,748
Sound Recordings	9,440	623	10,063	$10.00	100,630
Maps	3,026	564	3,590	$26.00	93,340
Prints, Pictures, and Works of Art	1,225	127	1,352	$18.00	24,336
Total	478,234	348,939	827,173		$12,133,928

Total estimated value of materials transferred to the Library of Congress	$12,133,928
Fees transferred to the appropriation	14,000,000
Fees transferred to Miscellaneous Receipts	14,412
Fees transferred to appropriations for annual costs of Licensing Division	1,979,000
Total INCOME	$28,127,340
Obligations: Fiscal 1992	
Salaries	$21,713,950
Other Obligations	4,146,858
Total OBLIGATIONS	$25,860,808
RATIO of Total INCOME to OBLIGATIONS	109%

* 6,133 videos @ $ 80.00 = $ 490,640
1,533 films @ $1,000.00 = 1,533,000
7,666 $2,023,640

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

Additional Information

TABLE II

The following table compares income and obligations for fiscal 1989 through 1994:

	1989	1990	1991	1992	1993 Estimate	1994 Estimate
Income:						
Fees credited to appropriation	$ 7,000,000	$ 6,907,000	$11,000,000	$14,000,000	$14,500,000	$14,500,000
Fees credited to appropriation from cable and jukebox	1,034,000	1,124,000	1,860,000	1,979,000	2,217,000	2,385,000
Fees transferred to misc. receipts .	434,716	556,040	1,236,398	14,412	----	----
Estimated value of materials selected by the Library	10,316,704	10,827,416	11,037,401	12,133,928	12,500,000	13,000,000
Total Income	$18,785,420	$19,414,456	$25,133,799	$28,127,340	$29,217,000	$29,885,000
Obligations:						
Salaries	$17,788,070	$18,398,840	$19,700,596	$21,713,950	$23,409,825	$24,864,425
Other Obligations	1,764,264	1,507,889	3,011,484	4,146,858	2,818,175	2,906,575
Total Obligations	$19,552,334	$19,906,729	$22,712,080	$25,860,808	$26,228,000	$27,771,000
RATIO of Total Income to Obligations	96%	98%	111%	109%	111%	108%

Schedule A

Library of Congress
Copyright Office
By Organization and By Object Class
FY 1994
($000)

Categories	FY92 Actual		FY93 Estimate		FY94 Estimate		Net Change 93/94	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
1. Breakdown by Organization:								
Basic Program	518	$23,181	506	$23,332	506	$24,671	---	$ + 1,339
Licensing Division	36	1,979	35	2,217	35	2,385	---	+ 168
Acquisitions Division	16	682	15	679	15	715	---	+ 36
Total	570	$25,842	556	$26,228	556	$27,771	---	$ + 1,543
2. Breakdown by Object Class:								
11 Personnel Compensation		$18,541		$19,555		$20,693		$ + 1,138
12 Personnel Benefits		3,165		3,835		4,152		+ 317
13 Benefits for Former Personnel		8		20		20		---
21 Travel		180		291		197		- (94)
22 Transportation of Things		8		---		---		---
23 Rent, Communications & Utilities		1,186		1,118		1,221		+ 103
24 Printing and Reproduction		294		319		337		+ 18
25 Other Services		783		699		731		+ 32
26 Supplies and Materials		230		192		211		+ 19
31 Equipment		1,447		199		209		+ 10
42 Insurance Claims and Indemnities		---		---		---		---
Total		$25,842		$26,228		$27,771		$ + 1,543

Schedule B

Library of Congress
Copyright Office
Analysis of Change
By Organization and By Object Class
FY 1994
($000)

Categories	Mandatory Changes		Price Level Changes		PROGRAM CHANGES						Net Change	
					Staff Level Increases		Other Increases		Program Decreases			
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
1. Breakdown by Organization:												
Basic Program	—	$1,205	—	$43	—	—	—	$191	—	($100)	—	$ + 1,339
Licensing Division	—	115	—	16	—	—	—	37	—	—	—	+ 168
Acquisitions Division	—	35	—	1	—	—	—	—	—	—	—	$ + 36
Total	—	$1,355	—	$60	—	—	—	$228	—	($100)	—	$ + 1,543
2. Breakdown by Object Class:												
11 Personnel Compensation		$1,138		—		—		—		—		$ + 1,138
12 Personnel Benefits		217		—		—		100		—		+ 317
13 Benefits for Former Personnel		—		—		—		—		—		—
21 Travel		—		5		—		1		(100)		- (94)
22 Transportation of Things		—		—		—		—		—		—
23 Rent, Communications & Utilities		—		18		—		85		—		+ 103
24 Printing and Reproduction		—		12		—		6		—		+ 18
25 Other Services		—		17		—		15		—		+ 32
26 Supplies and Materials		—		8		—		11		—		+ 19
31 Equipment		—		—		—		10		—		+ 10
42 Insurance Claims and Indemnities		—		—		—		—		—		—
Total		$1,355		$60		$ —		$228		($100)		$ + 1,543

Schedule C

Library of Congress
Copyright Office
Summary
Detailed Analysis of Changes
FY 1994
($000)

	Calculation of Base	
	Staff	Amount
Appropriation, 1993	556	$26,228
Budget Base, 1993		26,228
	1994 Request	
	Staff	Amount
I. Adjustments to Base		
A. Mandatory Changes		
1. Merit increase and related benefits		$255
2. Annualization of pay raises		228
3. Annualization of pay raise (foreign)		---
4. Accident compensaiton		---
5. Funding of 1/94 pay raise		380
6. Funding of 1/94 locality pay raise		492
7. Annualization of position		---
B. Price Level Changes		
1. Travel cost increases		5
2. Transportation of things increases		---
3. Rent and postage increases		18
4. Printing cost increases		12
5. ADP timesharing price increases		---
6. Miscellaneous services increases		14
7. Tuition and training increases		3
8. Supplies cost increases		8
9. Equipment cost Increases		---
C. Program Increases		
1. Staff level increases	---	---
Unfinanced positions		---
2. Other Program increases		
a. Personnel benefits		100
b. Travel		1
c. Transportation of things		---
d. Rent, communications & utilities		85
e. Printing and reproduction		6
f. Other services		15
g. Supplies and materials		11
h. Equipment		10
D. Program Decreases		
1. Salaries and benefits		---
Indefinite positions		---
2. Travel		-100
3. Rent, communications and utilities		---
4. Printing and reproduction		---
5. Other services		---
6. Equipment (Non-recurring)		---
II. Net Increase/Decrease Requested	---	1,543
III. Total Appropriation Request, 1994	556	$27,771

Schedule C

Library of Congress
Copyright Office
Basic Program
Detailed Analysis of Changes
FY 1994
($000)

	Calculation of Base	
	Staff	Amount
Appropriation, 1993	506	$23,332
Budget Base, 1993		23,332
	1994 Request	
	Staff	Amount
I. Adjustments to Base		
A. Mandatory Changes		
1. Merit increase and related benefits		$199
2. Annualization of pay raises		209
3. Annualization of pay raise (foreign)		—
4. Accident compensaiton		—
5. Funding of 1/94 pay raise		347
6. Funding of 1/94 locality pay raise		450
7. Annualization of position		—
B. Price Level Changes		
1. Travel cost increases		5
2. Transportation of things increases		—
3. Rent and postage increases		16
4. Printing cost increases		11
5. ADP timesharing price increases		—
6. Miscellaneous services increases		2
7. Tuition and training increases		2
8. Supplies cost increases		7
9. Equipment cost increases		—
C. Program Increases		
1. Staff level increases	—	—
Unfinanced positions		—
2. Other Program increases		
a. Personnel benefits		100
b. Travel		—
c. Transportation of things		—
d. Rent, communications & utilities		81
e. Printing and reproduction		—
f. Other services		—
g. Supplies and materials		10
h. Equipment		—
D. Program Decreases		
1. Salaries and benefits		—
Indefinite positions		—
2. Travel		-100
3. Rent, communications and utilities		—
4. Printing and reproduction		—
5. Other services		—
6. Equipment (Non-recurring)		—
II. Net Increase/Decrease Requested	—	1,339
III. Total Appropriation Request, 1994	506	$24,671

Schedule C

Library of Congress
Copyright Office
Licensing Division
Detailed Analysis of Changes
FY 1994
($000)

	Calculation of Base	
	Staff	Amount
Appropriation, 1993	35	$2,217
Budget Base, 1993		2,217
	1994 Request	
	Staff	Amount
I. Adjustments to Base		
A. Mandatory Changes		
1. Merit increase and related benefits		$50
2. Annualization of pay raises		13
3. Annualization of pay raise (foreign)		—
4. Accident compensaiton		—
5. Funding of 1/94 pay raise		23
6. Funding of 1/94 locality pay raise		29
7. Annualization of position		—
B. Price Level Changes		
1. Travel cost increases		—
2. Transportation of things increases		—
3. Rent and postage increases		2
4. Printing cost increases		1
5. ADP timesharing price increases		—
6. Miscellaneous services increases		12
7. Tuition and training increases		1
8. Supplies cost increases		—
9. Equipment cost increases		—
C. Program Increases		
1. Staff level increases	—	—
Unfinanced positions		—
2. Other Program increases		
a. Travel		1
b. Transportation of things		—
c. Rent, communications & utilities		4
d. Printing and reproduction		6
e. Other services		15
f. Supplies and materials		1
g. Equipment		10
D. Program Decreases		
1. Salaries and benefits		—
Indefinite positions		—
2. Travel		—
3. Rent, communications and utilities		—
4. Printing and reproduction		—
5. Other services		—
6. Equipment (Non-recurring)		—
II. Net Increase/Decrease Requested	—	168
III. Total Appropriation Request, 1994	35	$2,385

214.

Schedule C

Library of Congress
Copyright Office
Acquisitions Division
Detailed Analysis of Changes
FY 1994
($000)

	Calculation of Base	
	Staff	Amount
Appropriation, 1993	15	$679
Budget Base, 1993		679
	1994 Request	
	Staff	Amount
I. Adjustments to Base		
A. Mandatory Changes		
1. Merit increase and related benefits		$6
2. Annualization of pay raises		6
3. Annualization of pay raise (foreign)		—
4. Accident compensaiton		—
5. Funding of 1/94 pay raise		10
6. Funding of 1/94 locality pay raise		13
7. Annualization of position		—
B. Price Level Changes		
1. Travel cost increases		—
2. Transportation of things increases		—
3. Rent and postage increases		—
4. Printing cost increases		—
5. ADP timesharing price increases		—
6. Miscellaneous services increases		—
7. Tuition and training increases		—
8. Supplies cost increases		1
9. Equipment cost increases		—
C. Program Increases		
1. Staff level increases	—	—
Unfinanced positions		—
2. Other Program increases		
a. Travel		—
b. Transportation of things		—
c. Rent, communications & utilities		—
d. Printing and reproduction		—
e. Other services		—
f. Supplies and materials		—
g. Equipment		—
D. Program Decreases		
1. Salaries and benefits		—
Indefinite positions		—
2. Travel		—
3. Rent, communications and utilities		—
4. Printing and reproduction		—
5. Other services		—
6. Equipment (Non-recurring)		—
II. Net Increase/Decrease Requested	—	36
III. Total Appropriation Request, 1994	15	$715

LIBRARY OF CONGRESS
Copyright Office

Program and Financing (in thousands of dollars)

Identification code 03–0102–0–1–376		1992 actual	1993 est	1994 est
	Program by activities:			
00.01	Receiving and accounting for applications, fees, and correspondence	5,585	5,620	5,942
00.02	Examining copyright applications	7,020	7,066	7,471
00.03	Indexing and cataloging materials received	5,097	5,130	5,425
00.04	Reference service	3,637	3,661	3,871
00.05	Publishing the catalog of copyright entries and bulletins of decisions	12	13	14
00.06	General supervision and legal services	1,830	1,842	1,948
00.07	Licensing division	1,979	2,217	2,385
00.08	Acquisitions	682	679	715
10.00	Total obligations	25,842	26,228	27,771
	Financing:			
25.00	Unobligated balance expiring	198		
39.00	**Budget authority (gross)**	**26,040**	**26,228**	**27,771**
	Budget authority:			
	Current:			
40.00	**Appropriation**	**9,844**	**9,511**	**10,886**
	Permanent:		–	
65.00	**Advance appropriation**	**217**		
68.00	**Spending authority from offsetting collections**	15,979	16,717	16,885
	Relations of obligations to outlays:			
71.00	Total obligations	25,842	26,228	27,771
72.40	Obligated balance, start of year	2,285	3,329	1,836
74.40	Obligated balance, end of year	–3,329	–1,836	–1,944
77.00	Adjustments in expired accounts	–38		
87.00	Outlays (gross)	24,760	27,721	27,663
	Adjustments to budget authority and outlays:			
	Deductions for offsetting collections:			
88.40	Non-Federal sources	–15,979	–16,717	–16,885
89.00	Budget authority (net)	10,061	9,511	10,886
90.00	Outlays (net)	8,781	11,004	10,778

Object Classification (in thousands of dollars)

Identification code 03–0102–0–1–376		1992 actual	1993 est.	1994 est.
	Personnel compensation:			
11.1	Full-time permanent	18,237	19,371	20,500
11.5	Other personnel compensation	304	184	192
11.9	Total personnel compensation	18,541	19,555	20,692
12.1	Civilian personnel benefits	3,165	3,835	4,152
13.0	Benefits for former personnel	8	20	20
21.0	Travel and transportation of persons	180	291	197
22.0	Transportation of things	8		
23.3	Communications, utilities, and miscellaneous charges	1,186	1,118	1,221
24.0	Printing and reproduction	294	319	337
25.1	Consulting services	33		
25.2	Other services	750	699	731
26.0	Supplies and materials	230	192	211
31.0	Equipment	1,447	199	210
99.9	Total obligations	25,842	26,228	27,771

Personnel Summary

Total compensable workyears:				
1001	Full-time equivalent employment	544	549	547
1005	Full-time equivalent of overtime and holiday hours	3	4	4

[Clerk's note.—The Program and Finance and Object Class tables reflect the budget justifications as submitted to the Subcommittee. Please check Appendix to the President's FY94 Budget for any changes that may be made subsequent to the January 1993 submission to the Subcommittee.]

LIBRARY OF CONGRESS
Congressional Research Service
Salaries and Expenses

LIBRARY OF CONGRESS
CONGRESSIONAL RESEARCH SERVICE
SALARIES AND EXPENSES

1993 Budget	$57,291,000
1994 Estimate	61,942,000
Net Increase	+ $ 4,651,000

Summary

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
Mandatory Increases		$ ----		$ 4,185,254		+ $4,185,254
Ingrades and reallocations						+ 1,114,654
Annualization of January 1993 pay raise						+ 807,700
January 1994 pay raise						+ 1,100,800
January 1994 locality pay						+ 1,162,100
Positions - Permanent	835	$50,165,190	839	$50,286,936	+ 4	+ $ 121,746
Special and Temporary	(36)	926,310	(36)	926,310		----
Other Personnel Compensation		107,500		107,500		----
	835	$51,199,000	839	$51,320,746	+ 4	+ $ 121,746
Non-personal services:						
Price level		$ 6,092,000		$ 6,436,000		+ $ 344,000
Growing workload		----		----		----
		$ 6,092,000		$ 6,436,000		+ $ 344,000
Total, Congressional Research Service	835 (36)	$57,291,000	839 (36)	$61,942,000	+ 4	+ $4,651,000

Mandatory increases	+ $4,185,254
Price level	+ 344,000
Growing workload	+ 121,746
Total	+ $4,651,000

LIBRARY OF CONGRESS
CONGRESSIONAL RESEARCH SERVICE
SALARIES AND EXPENSES

General Statement

Mission and Programs

The Congressional Research Service mission is to work exclusively and directly for all Members and Committees of Congress in support of their legislative, oversight, and representational functions. This department of the Library of Congress provides high quality research, analysis, and information services that are timely, objective, nonpartisan, and confidential. The Service's knowledgeable staff both responds to and anticipates congressional needs and addresses policy issues in an interdisciplinary, integrative manner. The Service maintains close ties with the Congress and, consistent with its broad congressional mandate, provides a wide variety of services with the goal of contributing to an informed national legislature.

To carry out this mission, CRS staff provide a great diversity of research and reference services, including close support to the legislative process through analytic reports and consultations, analyses of alternative legislative proposals and their impacts, assistance in hearings and other phases of the legislative and oversight processes, and analysis of emerging issues and trend data.

The Service conducts workshops and seminars on public policy issues for Members and staff. To assist congressional staff to make most effective use of CRS and other resources available to them, a program of Legislative Institutes, District Workshops and other briefings has been developed.

CRS also works cooperatively with other Congressional support agencies: the Congressional Budget Office, the General Accounting Office, and the Office of Technology Assessment, and with other specialized groups of the Congress.

Fiscal 1994 Request

The Congressional Research Service is requesting a total of $61,942,000 to support services to the Congress in fiscal 1994. This represents an increase of $4,651,000 over fiscal 1993, and is composed of $4,185,254 for mandatory increases, $344,000 for price level changes, and $121,746 for staff to ensure collections security and access for CRS research staff and for in-person services to Members and congressional staff using the CRS Reading Rooms and Reference Centers.

LIBRARY OF CONGRESS
CONGRESSIONAL RESEARCH SERVICE
SALARIES AND EXPENSES

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
A. Mandatory increases						+ $4,185,254
(1) Ingrades and reallocations						+ $1,114,654

Funds are requested to cover ingrade and reallocation increases.

Salaries	$ 937,082
Personnel benefits	177,572
	$1,114,654

(2) Annualization of January 1993 pay raise	+ $ 807,700

This increase is necessary to provide for annualization of the pay raise of 3.7%, effective in January 1993.

Salaries	$ 668,300
Special and Temporary	9,400
Other Personnel Compensation	1,100
Personnel benefits	128,900
	$ 807,700

(3) Funding for January 1994 pay raise	+ $1,100,800

This increase is necessary to provide for a 2.2 percent pay raise effective January 1994.

Salaries	$ 909,800
Special and Temporary	15,000
Other Personnel Compensation	1,700
Personnel benefits	174,300
	$1,100,800

LIBRARY OF CONGRESS
CONGRESSIONAL RESEARCH SERVICE
SALARIES AND EXPENSES

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
A. Mandatory increases (continued)						
(4) Funding for January 1994 locality pay						+ $1,162,100

This increase is necessary to provide for a 2.9 percent locality pay increase effective January 1994.

Salaries	$ 956,300
Special and Temporary	19,800
Other Personnel Compensation	2,300
Personnel benefits	183,700
	$1,162,100

LIBRARY OF CONGRESS
CONGRESSIONAL RESEARCH SERVICE
SALARIES AND EXPENSES

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
B. Positions	835 (36)	$51,199,000	839 (36)	$51,320,746	+ 4	+ $ 121,746
Collections Access and Security					+ 4	+ $ 121,746

Four Library Technicians (GS-7) are needed to provide CRS analysts and reference staff with rapid access to the Library's collections and concomitantly to assist with implementation of Library of Congress collections security policies and procedures.

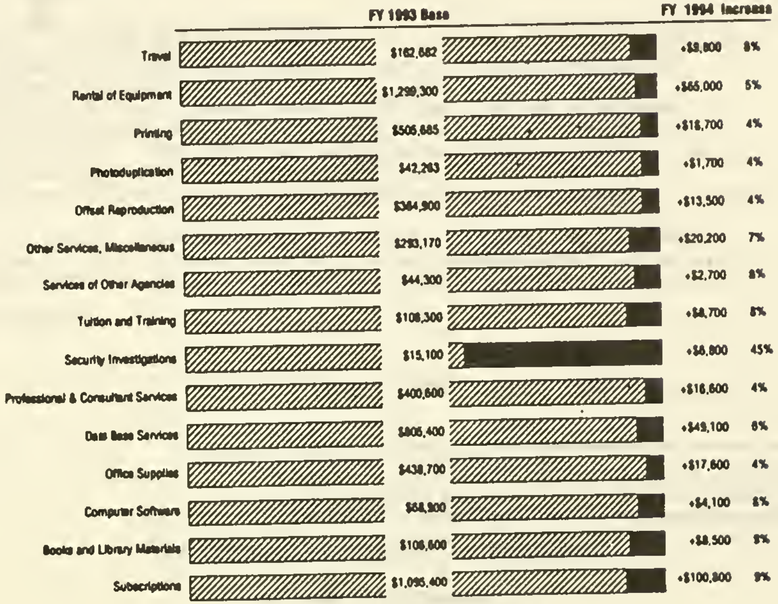
The positions will be located in three Book Stations which must be staffed for 10-12 hours a day. These stations must be staffed as a result of the Library's collections security policy. One serves the LaFollette Congressional Reading Room (12 hours each day), another provides access to the Congressional Reference, Library Services and the American Law Divisions (10 hours each day); and the third room services the Economics, Education and Public Welfare, Environment and Natural Resources, Foreign Affairs and National Defense, Government, and Science Policy Research Divisions (10 hours each day). The latter station also provides service to staff of the Copyright Office and LC Collections Services divisions located nearby.

4 GS-07 Library Technicians	$ 95,412
Personnel Benefits	26,334
	$ 121,746

LIBRARY OF CONGRESS
CONGRESSIONAL RESEARCH SERVICE
SALARIES AND EXPENSES

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
c. Non-personal services		$ 6,092,000		$ 6,436,000		+ $ 344,000
Price level						+ $ 344,000



LIBRARY OF CONGRESS
CONGRESSIONAL RESEARCH SERVICE
SALARIES AND EXPENSES

Additional Information

	Salaries	Benefits	Total
New positions requested			
Library Services Division			
4 GS-07 Library Technicians @ $ 23,853	$ 95,412	$ 26,334	$ 121,746
4 New Positions, Congressional Research Service .	$ 95,412	$ 26,334	$ 121,746

LIBRARY OF CONGRESS
CONGRESSIONAL RESEARCH SERVICE
SALARIES AND EXPENSES

Additional Information

	FY 1993 Budget	FY 1994 Estimate	1994 Increase Price Level	1994 Increase Growing Workload	1994 Increase Total
2101 Regular Travel	$ 107,882	$ 114,382	$ 6,500	$	$ 6,500
2102 Attendance at Meetings	54,800	58,100	3,300		3,300
2103 Local Travel	1,500	1,500			
2301 Postage	48,200	48,200			
2310 Local Telephone	183,500	183,500			
2320 Long Distance Telephone	94,000	94,000			
2321 Long Distance Telephone - Data Comm.	4,000	4,000			
2327 Teletype etc.	800	800			
2330 Rental of Equipment	1,299,300	1,364,300	65,000		65,000
2410 Printing, General	88,170	91,470	3,300		3,300
2420 Printing, Publications	417,515	432,915	15,400		15,400
2430 Photoduplication	42,263	43,963	1,700		1,700
2440 Offset Reproduction	364,900	378,400	13,500		13,500
2501 Other Services, Miscellaneous	293,170	313,370	20,200		20,200
2515 Services of Other Agencies	44,300	47,000	2,700		2,700
2520 Tuition and Training	108,300	117,000	8,700		8,700
2540 Security Investigations	15,100	21,900	6,800		6,800
2550 Professional and Consultant Services	400,600	417,400	16,800		16,800
2580 Data Base Services	805,400	854,500	49,100		49,100
2601 Office Supplies	438,700	456,300	17,600		17,600
2610 Computer Software	68,900	73,000	4,100		4,100
2650 Pamphlets and Documents	8,700	8,700			
3100 Books and Library Materials	106,600	115,100	8,500		8,500
3102 Subscriptions	1,095,400	1,196,200	100,800		100,800
Total, Non-personal Services	$ 6,092,000	$ 6,436,000	$ 344,000	$	$ 344,000

Schedule A

Congressional Research Service
Summary
By Organization and By Object Class

CATEGORIES	FY 92 ACTUAL		FY 93 ESTIMATE		FY 94 ESTIMATE		NET CHANGE 93/94	
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Organizations:								
Policy Analysis & Research	(13) 478	27,732	(13) 501	30,498	(13) 501	32,908	0	2,410
Documentation & Status of Legislation	43	2,460	42	2,514	42	2,727	0	213
Information & Reference Services	(23) 273	16,311	(23) 249	15,573	(23) 253	17,090	4	1,517
Executive Direction & Support	46	9,828	43	8,706	43	9,217	0	511
Total	(36) 838	56,331	(36) 835	57,291	(36) 839	61,942	4	4,651
2. Breakdown by Object Class:								
11 Personnel Compensation		41,718		42,772		46,388		3,616
12 Personnel Benefits		7,416		8,387		9,078		691
13 Benefits to Former Personnel		23		40		40		0
21 Travel		157		164		174		10
22 Transportation of Things		6		0		0		0
23 Rent, Communications & Util.		925		1,630		1,695		65
24 Printing & Reproduction		468		913		947		34
25 Other Services		2,801		1,667		1,771		104
26 Supplies & Materials		819		516		538		22
31 Equipment		1,998		1,202		1,311		109
Total		56,331		57,291		61,942		4,651

Schedule B

Congressional Research Service
Analysis of Change
By Organization and by Object Class

CATEGORIES	MANDATORY CHANGES		PRICE LEVEL CHANGES		PROGRAM CHANGES						NET CHANGE	
					STAFF LEVEL INCREASES		OTHER INCREASES		PROGRAM DECREASES			
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown By Organizations:												
Policy Analysis & Research	0	2,501	0	0	0	0	0	0	0	0	0	2,501
Documentation & Status of Legislation	0	207	0	0	0	0	0	0	0	0	0	207
Information & Reference Services	0	1,262	0	0	4	122	0	0	0	0	4	1,384
Executive Direction & Support	0	215	0	344	0	0	0	0	0	0	0	559
Total	0	4,185	0	344	4	122	0	0	0	0	4	4,651
2. Breakdown By Object Class:												
11 Personnel Compensation		3,521		0		96		0		0		3,617
12 Personnel Benefits		664		0		26		0		0		690
13 Benefits to Former Personnel		0		0		0		0		0		0
21 Travel		0		10		0		0		0		10
22 Transportation of Things		0		0		0		0		0		0
23 Rent, Communications & Util.		0		65		0		0		0		65
24 Printing & Reproduction		0		34		0		0		0		34
25 Other Services		0		104		0		0		0		104
26 Supplies & Materials		0		22		0		0		0		22
31 Equipment		0		109		0		0		0		109
Total		4,185		344		122		0		0		4,651

Schedule C

Congressional Research Service
Summary
Detailed Analysis of Changes

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1993	835 (36)	57,291
Budget Base, 1993	835 (36)	57,291
	1994 Request	
	Staff	Amount ($000)
I. Adjustments to Base		
A. Mandatory Changes		
1. Ingrades and Reallocations		1,114
2. Annualization of January 1993 pay raise		808
3. January 1994 pay raise		1,101
4. January 1994 locality pay		1,162
B. Price Level		
1. Regular Travel		7
2. Attendance at Meetings		3
3. Rental of Equipment		65
4. Printing, General		3
5. Printing, Publications		15
6. Photoduplication		2
7. Offset Reproduction		13
8. Other Services, Miscellaneous		20
9. Services of Other Agencies		3
10. Tuition and Training		9
11. Security Investigations		7
12. Professional and Consultant Services		17
13. Data Base Subscriptions		49
14. Office Supplies		18
15. Computer Software		4
16. Books and Materials		8
17. Subscriptions		101
C. Growing Workload		
1. Staff level increases	4	122
II. Net Increase/Decrease Requested	4	4,651
III. Total Appropriation Request, 1994	839 (36)	61,942

Schedule D

Congressional Research Service
Summary
FY 1994 Budget Request

	Calculation of Base	
	Staff	Amount
Appropriation, 1993	835 (36)	57,291
Budget Base, 1993	835 (36)	57,291
Proposed Changes for FY 1994		
Mandatory		4,185
Price Level		344
Growing Workload	4	122
Total Proposed Changes	4	4,651
FY 1994 Budget Request	839 (36)	61,942

Schedule E

Congressional Research Service
Summary
Direct and Indirect Employees

Classification	Number of Employees *			Dollars **		
	FY1992	FY1993E	FY1994E	FY1992	FY1993E	FY1994E
Staff Ceiling (full-time permanent positions)	900 (864)	871 (835)	875 (839)			
1110 FTE Employees**	834	835	839	40,802	41,846	45,418
(full-time employees) (part-time employees)	(830) (7)	(831) (7)	(835) (7)			
1130 Special & Temporary Employees	36	36	36	915	926	971
2501 Other Services (contracts for on-site personal services)*	9	9	9	202	202	202

* Includes employees, whose services are obtained under contract with an individual or an organization, performing on-site services (in agency workspace) for six months or more during a twelve month period.

** Includes 1150 compensation and 1180 special personal services payments

Schedule F

Congressional Research Service

Object Class 25.0 Service Contracts (Indirect Employment)

Type of service provided under contract**	Number of Contracts**			Dollars		
	1992	1993Est.	1994Est.	1992	1993Est.	1994Est.
Data Base Subscriptions	31	31	31	801	806	855
Services of Other Agencies	5	5	5	15	44	47
Grievance & Arbitration	2	0	0	8	0	0
Research	146	45	45	1,422	401	417
Security Investigations	12	9	9	26	15	22
Support Services	1	1	1	202	202	202
Training	180	225	243	110	108	117
Misc. Purchase Orders	n/a	n/a	n/a	217	91	111
TOTAL*	377	316	334	2,801	1,667	1,771

* This includes the total number of contracts and the total dollars under object class 25.0

** Research and Support Services are contracts; all others are purchase orders

Schedule G

ITEM	1985	1986	1987	1988	1989	1990**	1991	1992	1993E	1994E
11.1 FULL-TIME PERM. POSITIONS	29,942	29,354	29,706	31,607	32,951	34,438	36,876	40,545	41,738	45,305
11.3 OTHER THAN FULL-TIME PERM.	863	508	538	741	783	659	721	915	926	970
11.5 OTHER PERSONNEL COMP.	99	13	153	140	92	64	166	102	108	113
11.8 SPEC PERS SERV PYMTS	0	0	0	1	0	7	69	156	0	0
TOTAL PERSONNEL COMP.	30,704	29,875	30,397	32,489	33,826	35,168	37,631	41,718	42,772	46,388
12.1 PERSONNEL BENEFITS	3,327	3,245	3,498	4,653	5,567	6,080	6,499	7,416	8,387	9,078
13.0 BENEFITS FOR FORMER PERS.	38	36	50	10	20	14	24	23	40	40
21.0 TRAVEL & TRAN. OF PERSONS	99	42	51	82	136	79	159	157	184	174
22.0 TRANS. OF THINGS	1	1	2	4	6	4	5	6	0	0
23.0 COMMUN., UTILITIES & RENT	1,360	1,007	1,058	1,250	982	886	858	925	1,630	1,695
24.0 PRINTING & REPRODUCTION	824	439	580	737	690	535	710	468	913	847
25.0 OTHER SERVICES	1,706	1,165	2,016	1,554	1,690	1,483	3,040	2,801	1,667	1,771
26.0 SUPPLIES & MATERIALS	459	337	468	487	487	406	800	819	516	538
31.0 EQUIPMENT	1,507	1,124	1,259	1,493	1,143	1,010	1,984	1,998	1,202	1,311
TOTAL OBLIGATIONS	40,025	37,271	39,379	42,959	44,547	45,665	61,710	56,331	67,291	61,942
NO. OF REQUESTS CLEARED (000's)	458	434	443	488	542	509	510	645	677	711
FULL-TIME PERMANENT POSITIONS*	860	860	860	860	860	864	864	864	835	839
OPERATING FULL-TIME PERMANENTS*	819	819	815	815	815	819	820	820	792	792
SUPPORT FULL-TIME PERMANENTS*	41	41	45	46	46	45	44	44	43	43
REQUESTS/FULL-TIME AUTH PERM	533	505	515	567	583	580	590	746	811	847

* Authorized positions

**Includes $225,000 spending/obligation limitation

LIBRARY OF CONGRESS
Congressional Research Service

Program and Financing (in thousands of dollars)

Identification code 03-0127-0-1-801		1992 actual	1993 est.	1994 est.
	Program by activities:			
	Direct program:			
00.01	Policy analysis and research	30,140	30,498	32,908
00.02	Documentation and status of legislation	2,592	2,514	2,727
00.03	Information and reference service	14,986	15,573	17,090
00.04	Executive direction and support	8,630	8,706	9,217
00.91	Total direct program	56,348	57,291	61,942
01.01	Reimbursable program	376	500	500
10.00	Total obligations	56,724	57,791	62,442
	Financing:			
25.00	Unobligated balance expiring	235		
39.00	**Budget authority (gross)**	**56,959**	**57,791**	**62,442**
	Budget authority:			
	Current:			
40.00	**Appropriation**	**55,725**	**57,291**	**61,942**
	Permanent:			
65.00	**Advance appropriation**	**858**		
68.00	**Spending authority from offsetting collections**	**376**	**500**	**500**
	Relations of obligations to outlays:			
71.00	Total obligations	56,724	57,791	62,442
72.40	Obligated balance, start of year	6,306	6,749	6,455
74.40	Obligated balance, end of year	−6,749	−6,455	−6,939
77.00	Adjustments in expired accounts	52		
87.00	Outlays (gross)	56,333	58,085	61,958
	Adjustment to budget authority and outlays:			
	Deductions for offsetting collections:			
88.00	Federal funds	−376	−500	−500
89.00	Budget authority (net)	56,583	57,291	61,942
90.00	Outlays (net)	55,957	57,585	61,458

Object Classification (in thousands of dollars)

Identification code 03-0127-0-1-801		1992 actual	1993 est.	1994 est.
	Direct obligations:			
	Personnel compensation:			
11.1	Full-time permanent	40,545	41,738	45,305
11.3	Other than full-time permanent	915	926	970
11.5	Other personnel compensation	258	108	113
11.9	Total personnel compensation	41,718	42,772	46,388
12.1	Civilian personnel benefits	7,416	8,387	9,078
13.0	Benefits for former personnel	23	40	40
21.0	Travel and transportation of persons	164	164	174
22.0	Transportation of things	6		
23.3	Communications, utilities, and miscellaneous charges	925	1,630	1,695
24.0	Printing and reproduction	468	913	947
25.1	Consulting Services	1,422	400	417
25.2	Other services	1,389	1,267	1,354
26.0	Supplies and materials	819	516	538
31.0	Equipment	1,998	1,202	1,311
99.0	Subtotal, direct obligations	56,348	57,291	61,942
99.0	Reimbursable obligations	376	500	500
99.9	Total obligations	56,724	57,791	62,442

Personnel Summary

		1992 actual	1993 est.	1994 est.
	Total compensable workyears:			
1001	Full-time equivalent employment	805	768	785
1005	Full-time equivalent of overtime and holiday hours	2	2	2

[Clerk's note.—The Program and Finance and Object Class tables reflect the budget justifications as submitted to the Subcommittee. Please check Appendix to the President's FY94 Budget for any changes that may be made subsequent to the January 1993 submission to the Subcommittee.]

LIBRARY OF CONGRESS
Books for the Blind and Physically Handicapped
Salaries and Expenses

LIBRARY OF CONGRESS
BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED
SALARIES AND EXPENSES

1993 Budget	$43,144,000
1994 Estimate	46,646,000
Net Increase	+ $ 3,502,000

Summary

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
Mandatory Increases		$ ----		$ 364,300		+ $ 364,300
Positions:						
Permanent	119	$ 4,781,019	119	$ 4,781,019		$ ----
Indefinite	(18)	486,447	(18)	486,447		----
Special and Temporary	(5)	140,234	(5)	140,234		----
Other personnel compensation		41,300		41,300		----
	119	$ 5,449,000	119	$ 5,449,000		$ ----
Non-personal services:						
Price level		$37,695,000		$40,572,700		+ $2,877,700
Growing workload		----		260,000		+ 260,000
		$37,695,000		$40,832,700		+ $3,137,700
Total, Books for the Blind and Physically Handicapped	119 (23)	$43,144,000	119 (23)	$46,646,000		+ $3,502,000

Mandatory increases	+ $ 364,300
Price level	+ 2,877,700
Growing workload	+ 260,000
Total	+ $3,502,000

LIBRARY OF CONGRESS
BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED
SALARIES AND EXPENSES

General Statement

The Library of Congress, as authorized by Public Law 89-522, administers a national reading program for blind and physically handicapped residents of the United States and for all U.S. citizens living abroad. Under the management of the National Library Service for the Blind and Physically Handicapped (NLS), books and magazines in braille and recorded formats, as well as specially designed playback equipment, are produced and distributed through a network of state and locally supported libraries. Program policy is to provide handicapped readers with access to a broad collection of general interest reading material in adequate quantity and scope, in appropriate language and reading level, and with careful attention to quality control of all products. Advisory committees, which include consumer and library representatives, provide recommendations for program additions and enhancements. In addition, research and evaluation are conducted to improve the quality of books, equipment, and service.

To ensure the availability of a basic, high quality library service for eligible blind and physically handicapped individuals, the following management goals are represented in this fiscal 1994 budget request:

1. With cooperation from the network of librarians serving blind and physically handicapped individuals, the National Library Service for the Blind and Physically Handicapped will strive to maintain current level of service to library patrons, while simultaneously providing basic service to eligible individuals entering the program as new users;

2. More efficient, user-acceptable, cost-effective service patterns for delivery of braille and audio materials will be developed; and

3. Exploration of alternative audio technological possibilities to the point of considering adaptations of a lower cost, more efficient, internationally acceptable, user-friendly system will be expedited.

LIBRARY OF CONGRESS
BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED
SALARIES AND EXPENSES

BACKGROUND

A free national library program of braille and recorded materials for blind and physically handicapped persons is administered by the National Library Service for the Blind and Physically Handicapped. With the cooperation of authors and publishers who grant permission to use copyrighted works, NLS selects and produces full-length books and magazines in braille and on recorded disc and cassette. Reading materials are distributed to a cooperating network of regional and subregional (local) libraries where they are circulated to eligible borrowers. Reading materials and playback machines are sent to borrowers and returned to libraries by postage-free mail. Established by an act of Congress in 1931 to serve blind adults, the program was expanded in 1952 to include children, in 1962 to provide music materials, and again in 1966 to include individuals with other physical impairments that prevent the reading of standard print.

ELIGIBILITY

Anyone who is unable to read or use standard printed materials as a result of temporary or permanent visual or physical limitations may receive service. A survey sponsored by NLS found that two million persons with some type of visual impairment may be eligible and another million with physical conditions such as paralysis, missing arms or hands, lack of muscle coordination, or prolonged weakness could benefit from the use of reading materials in recorded form.

BOOK COLLECTION

Books are selected on the basis of their appeal to a wide range of interests. Bestsellers, biographies, fiction, and how-to books are in great demand. Titles expected to be extremely popular are produced on flexible disc in several thousand copies and circulated to borrowers within several months of their publication in print form. A limited number of titles are produced in Spanish and other languages for readers whose primary language is not English. Registered borrowers learn of new books added to the collection through two bi-monthly publications, Braille Book Review and Talking Book Topics. Through a union catalog available on microfiche and in computerized form, every network library has access to the entire NLS book collection and to the resources of several cooperating agencies.

Seventy-one magazines on disc and in braille are offered through the program. Readers may request free subscriptions to U.S. News and World Report, National Geographic, Consumer Reports, Good Housekeeping, Sports Illustrated, Jack and Jill, and many other popular magazines. Current issues are mailed to readers at the same time the print issues appear.

LIBRARY OF CONGRESS
BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED
SALARIES AND EXPENSES

VOLUNTEER SERVICES

Free correspondence courses leading to certification in braille transcribing (literary, music, and math braille) and braille proofreading are offered. Voice auditions and informal training are given to volunteer tape narrators affiliated with local recording groups. A directory of volunteer groups that produce books for libraries and individuals is published frequently. Volunteers may call on NLS staff for their expertise in braille transcription and recording techniques.

RESEARCH AND DEVELOPMENT

The NLS research program is directed toward improving the quality of reading materials and related equipment, controlling program costs, and reducing the time required to deliver services to users. Significant research activities include development of an alternative braille book and sound reproducer delivery system and identification of more effective ways to serve the needs of Native American users.

OBJECTIVES

In fiscal 1994, the major NLS objectives related to funding requests for providing service to a projected readership of over 750,000 blind and physically handicapped patrons and 147 network libraries are:
(1) production and repair of playback equipment and accessories adapted to the needs of blind and physically handicapped individuals for their use in the Library of Congress talking book program;
(2) production of recorded books, magazines, and catalogs; and (3) production of braille books, magazines, and catalogs.

FUNDING

The library is requesting a total of $46,646,000 to support this program in fiscal 1994. Additional resources required in fiscal 1994 to accomplish these objectives and maintain the program at the fiscal 1992 level total $3,502,000. This includes $364,300 in mandatory salary costs and $3,137,700 in non-personal support services.

LIBRARY OF CONGRESS
BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED
SALARIES AND EXPENSES

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
A. Mandatory increases						+ $ 364,300
(1) Ingrades						+ $ 64,700

Funds are requested to cover ingrades.

Salaries	$ 55,073
Personnel benefits	9,627
	$ 64,700

(2) Annualization of pay raise		+ $ 64,100

This increase is necessary to provide for annualization of the 1993 pay raise, effective January 1993.

Salaries	$ 54,500
Personnel benefits	9,600
	$ 64,100

(3) Funding for January 1994 pay raise		+ $ 103,200

This increase is necessary to provide for a 2.2 percent pay raise effective January 1994.

Salaries	$ 87,400
Personnel benefits	15,800
	$ 103,200

LIBRARY OF CONGRESS
BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED
SALARIES AND EXPENSES

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
A. Mandatory increases (continued)						
(4) Funding for January 1994 locality pay						+ $ 132,300

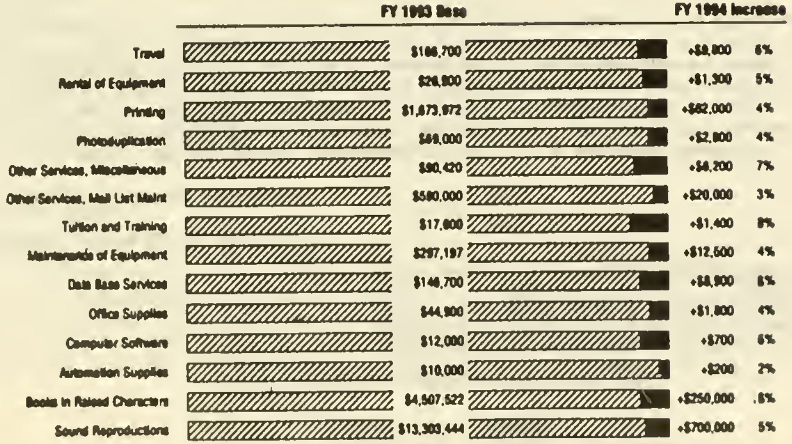
This increase is necessary to provide for a 2.9 percent locality pay increase effective January 1994.

Salaries	$ 112,000
Personnel benefits	20,300
	$ 132,300

LIBRARY OF CONGRESS
BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED
SALARIES AND EXPENSES

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
B. **Non-personal services**		$37,695,000		$40,832,700		+ $3,137,700
Price level (Regular Appropriation)...............		$27,318,000		$28,655,700		+ $1,077,700
Price level (No-Year).............................		$10,377,000		$12,177,000		+ $1,800,000



LIBRARY OF CONGRESS
BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED
SALARIES AND EXPENSES

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

B. Non-personal services - Price level (continued)

Other Services - Mailing List Maintenance .. + $ 20,000

The 2% increase, based on current contractor costs, is for labor, postage for reports, and routine processing of transactions. Major goals have been accomplished: most libraries submit transactions via automated systems and electronic mail for efficiency and lower cost; braille magazines were added to this database in fiscal 1992. This automated system must continue to operate efficiently in order to promptly process 800,000 transactions and print almost 6,000,000 address labels each year so that blind and physically handicapped subscribers will receive magazines and catalogs on a timely basis.

Books in Raised Characters .... + $ 250,000

An increase of $250,000 will permit the production of 303 titles in braille--twenty-nine fewer than in 1992.

Sound Reproductions .... + $ 700,000

An increase of $700,000 will permit production of 1,471 titles in recorded formats--243 fewer than in 1992.

Procurement of Machines..................... + $1,800,000 (No-Year)

NLS has identified 30,000 cassette book machines that exceed their 10-year design life and are clearly worn beyond repair. These machines require replacement at an annual rate of 6,000 units per year over a 5-year period. NLS has also identified 25,000 talking book machines of a similar age and condition requiring replacement at an annual rate of 5,000 per year over a 5-year period. This replacement strategy includes only a small percentage of the total number of machines that are over ten years old, and is designed to conserve scarce resources. The $1,800,000 will be used to fund this strategy while the regular production of machines continues apace.

LIBRARY OF CONGRESS
BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED
SALARIES AND EXPENSES

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

B. Non-personal services (continued)

Growing Workload .... + $ 260,000

Professional and Consultant Services .... + $ 60,000

An additional $5,000 is required for consultants to score National Literary Braille Competency Tests. This test certifies emerging university graduates and was developed in cooperation with the American Foundation for the Blind, the Association for Education and Rehabilitation of the Blind and Visually Impaired, and consumer organizations.

Following a needs assessment on service to Native Americans living on reservations, it was determined that a $25,000 pilot project is required to test different outreach and service delivery mechanisms to the target population.

Catalog records from cooperating organizations are being added to the automated bibliographic database on a regular basis. It is anticipated that 30,000 bibliographic records from the National Library of Australia, the National Library of Canada, and other agencies will be processed and added to the database at a cost of $1.00 per record for searching, adding codes, and other modifications ($30,000) during fiscal 1994.

Research and Development .... + $ 200,000

Major ongoing studies include an examination of budgetary and programmatic benefits to be derived from centralizing braille books and materials as well as audio playback machine storage/repair/distribution at two sites, instead of the current 140 locations. Also included is an audit program of machine-lending agencies responsible for tracking and maintaining equipment valued at $140,000,000 and a full NLS program review. A total of $200,000 is requested to ensure that the R&D efforts are fully supported.

LIBRARY OF CONGRESS
BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED
SALARIES AND EXPENSES

Additional Information

	FY 1993 Budget	FY 1994 Estimate	1994 Increase		
			Price Level	Growing Workload	Total
2101 Regular Travel	$ 160,900	$ 170,500	$ 9,600	$	$ 9,600
2102 Attendance at Meetings	5,800	6,100	300		300
2103 Local Travel	500	500			
2201 Transportation of Things	35,000	35,000			
2301 Postage	70,000	70,000			
2310 Local Telephone	59,000	59,000			
2311 Local Telephone - Data Comm.	5,000	5,000			
2320 Long Distance Telephone	61,000	61,000			
2321 Long Distance Telephone - Data Comm.	9,542	9,542			
2327 Teletype, etc.	6,000	6,000			
2330 Rental of Equipment	26,700	28,000	1,300		1,300
2350 Rental of Space	1,645,800	1,645,800			
2410 Printing, General	21,200	22,000	800		800
2420 Printing, Publications	1,652,772	1,713,972	61,200		61,200
2430 Photoduplication	69,000	71,800	2,800		2,800
2440 Offset Reproduction	25,000	25,000			
2501 Other Services, Miscellaneous	90,420	96,620	6,200		6,200
2502 Other Services, Public Education ...	253,000	253,000			
2503 Other Services, Natl Bib Service ...	32,100	32,100			
2504 Other Services, Inventory Control ..	153,180	153,180			
2505 Other Services, Multistate Center ..	812,368	812,368			
2506 Other Services, Mail List Maint. ...	590,000	610,000	20,000		20,000
2512 Other Services, System Maintenance .	146,750	146,750			

LIBRARY OF CONGRESS
BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED
SALARIES AND EXPENSES

Additional Information (continued)

	FY 1993 Budget	FY 1994 Estimate	1994 Increase: Price Level	1994 Increase: Growing Workload	1994 Increase: Total
2520 Tuition and Training	$ 17,600	$ 19,000	$ 1,400	$	$ 1,400
2550 Professional & Consultant Services	123,000	183,000		60,000	60,000
2555 Research and Development	362,500	562,500		200,000	200,000
2556 Publication Contracts	118,800	118,800			
2560 Maintenance & Repair to Equipment	297,197	309,697	12,500		12,500
2580 Data Base Services	146,700	155,600	8,900		8,900
2601 Office Supplies	44,900	46,700	1,800		1,800
2603 Automotive Supplies	2,000	2,000			
2610 Computer Software	12,000	12,700	700		700
2611 Automation Supplies	10,000	10,200	200		200
2621 Spare Parts, etc.	1,942,505	1,942,505			
2650 Pamphlets and Documents	60,000	60,000			
3100 Books and Library Materials	14,600	14,600			
3102 Subscriptions	31,900	31,900			
3104 Books - Music	267,000	267,000			
3110 Books in Raised Characters	4,507,522	4,757,522	250,000		250,000
3111 Sound Reproductions	13,303,444	14,003,444	700,000		700,000
3113 Testing Equipment	70,000	70,000			
3140 Equipment	50,300	50,300			
3150 Furniture and Furnishings	5,000	5,000			
	$27,318,000	$28,655,700	$1,077,700	$ 260,000	$1,337,700
3112 Procurement of Machines (No-Year)	10,377,000	12,177,000	1,800,000		1,800,000
Total, Non-personal Services	$37,695,000	$40,832,700	$2,877,700	$ 260,000	$3,137,700

Schedule A

Library of Congress
Books for the Blind and Physically Handicapped
By Organization and By Object Class
FY 1994
($000)

Categories	FY92 Actual		FY93 Estimate		FY94 Estimate		Net Change 93/94	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
1. Breakdown by Organization:								
Constituent Services								
National Library Service for the Blind & Physically Handicapped	119	$39,631	119	$43,144	119	$46,646	---	$ + 3,502
Total	119	$39,631	119	$43,144	119	$46,646	---	$ + 3,502
2. Breakdown by Object Class:								
11 Personnel Compensation		$4,565		$4,552		$4,861		$ + 309
12 Personnel Benefits		819		887		942		+ 55
13 Benefits for Former Personnel		1		10		10		---
21 Travel		144		167		177		+ 10
22 Transportation of Things		34		35		35		---
23 Rent, Communications & Utilities		956		1,883		1,884		+ 1
24 Printing and Reproduction		1,819		1,768		1,833		+ 65
25 Other Services		4,232		3,144		3,453		+ 309
26 Supplies and Materials		1,803		2,071		2,074		+ 3
31 Equipment		25,258		28,627		31,377		+ 2,750
42 Insurance Claims and Indemnities		---		---		---		---
Total		$39,631		$43,144		$46,646		$ + 3,502

Schedule B

Library of Congress
Books for the Blind and Physically Handicapped
Analysis of Change
By Organization and By Object Class
FY 1994
($000)

Categories	Mandatory Changes		Price Level Changes		PROGRAM CHANGES						Net Change	
					Staff Level Increases		Other Increases		Program Decreases			
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
1. Breakdown by Organization:												
Constituent Services												
Books for the Blind & Physically Handicapped	---	$364	---	$2,878	---	---	---	$260	---	---	---	$ + 3,502
Total	---	$364	---	$2,878	---	---	---	$260	---	---	---	$ + 3,502
2. Breakdown by Object Class:												
11 Personnel Compensation		$309		---		---		---		---		$ + 309
12 Personnel Benefits		55		---		---		---		---		+ 55
13 Benefits for Former Personnel		---		---		---		---		---		---
21 Travel		---		10		---		---		---		+ 10
22 Transportation of Things		---		--		---		---		---		---
23 Rent, Communications & Utilities		---		1		---		---		---		+ 1
24 Printing and Reproduction		---		65		---		---		---		+ 65
25 Other Services		---		49		---		260		---		+ 309
26 Supplies and Materials		---		3		---		---		---		+ 3
31 Equipment		---		2,750		---		---		---		+ 2,750
42 Insurance Claims and Indemnities		---		---		---		---		---		---
Total		$364		$2,878		$ ---		$260		$ ---		$ + 3,502

Schedule C

Library of Congress
Books for the Blind and Physically Handicapped
Summary
Detailed Analysis of Changes
FY 1994
($000)

	Calculation of Base	
	Staff	Amount
Appropriation, 1993	119	$43,144
Budget Base, 1993		43,144
	1994 Request	
	Staff	Amount
I. Adjustments to Base		
A. Mandatory Changes		
1. Merit increase and related benefits		$65
2. Annualization of pay raises		64
3. Annualization of pay raise (foreign)		—
4. Accident compensaiton		—
5. Funding of 1/94 pay raise		103
6. Funding of 1/94 locality pay raise		132
7. Annualization of position		—
B. Price Level Changes		
1. Travel cost increases		10
2. Transportation of things increases		—
3. Rent and postage increases		1
4. Printing cost increases		65
5. ADP timesharing price increases		—
6. Miscellaneous services increases		48
7. Tuition and training increases		1
8. Supplies cost increases		3
9. Equipment cost increases		2,750
C. Program Increases		
1. Staff level increases	—	—
Unfinanced positions		—
2. Other Program increases		
a. Travel		—
b. Transportation of things		—
c. Rent, communications & utilities		—
d. Printing and reproduction		—
e. Other services		260
f. Supplies and materials		—
g. Equipment		—
D. Program Decreases		
1. Salaries and benefits		—
Indefinite positions		—
2. Rent, communications and utilities		—
3. Printing and reproduction		—
4. Other services		—
5. Equipment (Non-recurring)		—
II. Net Increase/Decrease Requested	—	3,502
III. Total Appropriation Request, 1994	119	$46,646

LIBRARY OF CONGRESS
Books for the Blind and Physically Handicapped

Program and Financing (in thousands of dollars)

Identification code 03–0141–0–1–503		1992 actual	1993 est.	1994 est.
	Program by activities:			
00.01	Direct service to users	32,101	34,947	37,783
00.02	Support services	7,528	8,197	8,863
10.00	Total obligations	39,629	43,144	46,646
	Financing:			
21.40	Unobligated balance available, start of year		−2,173	−2,173
24.40	Unobligated balance available, end of year	2,173	2,173	2,173
25.00	Unobligated balance expiring	382		
39.00	**Budget authority**	**42,184**	**43,144**	**46,646**
	Budget authority:			
	Current:			
40.00	**Appropriation**	**41,179**	**43,144**	**46,646**
	Permanent:			
65.00	**Advance appropriation**	**1,005**		
	Relation of obligations to outlays:			
71.00	Total obligations	39.629	43.144	46.646
72.40	Obligated balance, start of year	33.921	34.184	33.386
74.40	Obligated balance, end of year	−34.184	−33.386	−32.587
77.00	Adjustments in expired accounts	−678		
90.00	Outlays	38.688	43.942	47.445

Object Classification (in thousands of dollars)

Identification code 03–0141–0–1–503		1992 actual	1993 est.	1994 est.
	Personnel compensation:			
11.1	Full-time permanent	4,435	4,371	4,671
11.3	Other than full-time permanent	55	140	147
11.5	Other personnel compensation	75	41	43
11.9	Total personnel compensation	4,565	4,552	4,861
12.1	Civilian personnel benefits	819	887	942
13.0	Benefits for former personnel	1	10	10
21.0	Travel and transportation of persons	142	167	177
22.0	Transportation of things	34	35	35
23.1	Rental payments to GSA	749	1,646	1,646
23.3	Communications, utilities, and miscellaneous charges	207	237	238
24.0	Printing and reproduction	1,819	1,768	1,833
25.1	Consulting services	211	123	183
25.2	Other services	4,021	3,021	3,270
26.0	Supplies and materials	1,803	2,071	2,074
31.0	Equipment	25,258	28,627	31,377
99.9	Total obligations	39,629	43,144	46,646

Personnel Summary

	Total compensable workyears:			
1001	Full-time equivalent employment	123	116	117
1005	Full-time equivalent of overtime and holiday hours	1	1	1

[Clerk's note.—The Program and Finance and Object Class tables reflect the budget justifications as submitted to the Subcommittee. Please check Appendix to the President's FY94 Budget for any changes that may be made subsequent to the January 1993 submission to the Subcommittee.]

LIBRARY OF CONGRESS
FURNITURE AND FURNISHINGS

1993 Budget	$ 4,490,000
1994 Estimate	5,623,000
Net Increase	+ $ 1,133,000

Summary

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
1. Decreases						
a. Non-recurring furniture and equipment						- $ 604,300
Total decreases						- $ 604,300
2. Increases						
a. Price level						+ $ 507,400
b. Growing workload						+ 1,229,900
Total increases						+ $1,737,300
Total, Furniture and Furnishings		$4,490,000		$5,623,000		+ $1,133,000

LIBRARY OF CONGRESS
FURNITURE AND FURNISHINGS

General Statement

Major Operating Areas:

This appropriation provides funding for the purchase of furniture, furnishings and equipment for most Library programs. It supports the general Library, the Copyright Office, the National Library Service for the Blind and Physically Handicapped, and the Congressional Research Service.

Fiscal 1994 Request:

These capital expenditures represent 1.5% of total budget requests. The Library has identified a wide assortment of equipment and furnishings needed to maintain services and to enhance security of the collections. The Library must obtain equipment to improve collections security ($253,800); in addition the Library needs to acquire additional booktrucks for the transport of material from the secure areas to the patrons ($64,000); speed up the phased acquisition of ergonomic workstations ($521,900); implement a replacement program for Motion Picture, Broadcasting and Recorded Sound Division equipment ($250,000); and bring Library internal mail up to U. S. Postal Service requirements ($51,700).

Major Objectives of Submission:

The items requested in this submission will improve the Library's ability to protect its vast collection, while still allowing researchers and the general public access to these great works. This request will also allow us to continue to improve the working conditions of the staff and provide for other service requirements.

LIBRARY OF CONGRESS
FURNITURE AND FURNISHINGS

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

1. Annual Furniture and Equipment

Price Level .... + $ 31,000

a. Equipment and Office Machines........... + $ 21,900

Of the total amount requested, $14,500 is necessary to replace critical health services equipment. Included is an electrocardiogram machine ($11,500) which will reach the end of its useful life in fiscal 1994. This machine is required to assess heart conditions during emergencies as well as to monitor heart conditions of those staff who have cardiac and/or respiratory complaints. A pulse oximeter ($3,000), used to measure the oxygen content of the blood, is critical especially during emergencies involving cardiac and respiratory distress as well as to evaluate staff exposed to toxic fumes and chemicals. The remaining sum is necessary to replace time clocks used to stamp call slips in three reading rooms, a book tying machine in the Loan Division, and a braille printer to enable the reading rooms to serve patrons with disabilities in order to comply with the Americans with Disabilities Act.

b. F&E - Overseas Offices .... + $ 9,100

The entire increase is necessary to replace old and unsafe furniture and provide security related equipment in several of the field offices. Included are fourteen desks ($4,800) in New Delhi, Jakarta and Rio de Janeiro; three computer workstations ($3,200) to replace ergonomically unsound desks in Jakarta; a shredder (Jakarta) to dispose of confidential and sensitive documents and a metal detector to provide personnel security for the Cairo office staff.

LIBRARY OF CONGRESS
FURNITURE AND FURNISHINGS

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

1. Annual Furniture and Equipment (continued)

Growing Workload .... + $ 661,300

a. Workstations .... + $ 521,900

Video display terminal (VDT)-related work entails prolonged and repetitive use of the upper extremities and eyes as well as prolonged periods of relative immobilization. Crippling injuries from repetitive motions have become one of the nation's most significant health and safety concerns. The Federal Government reported a five-fold increase in related cases between 1981 and 1989. Experts believe that most disorders and health complaints associated with VDT's can be avoided through improved workstation design and increased attention to employee work habits.

The most common VDT-linked health complaints are associated with the musculoskeletal system. Among the more notable problems are carpal tunnel syndrome, back and neck strain, lower extremity soreness and stiffness, headaches, and repetitive strain injury (RSI). Carpal tunnel syndrome complaints, the most common, have and are increasing at a dramatic rate, often requiring surgery, long periods of recuperation away from the job, and subsequent permanent disability restrictions.

The Library has committed to improving the ergonomic workstation design of staff members who spend at least 50 percent of their time at VDT's. Literally 100 percent of the workstation funds authorized over the past two years have gone to the acquisition of improved ergonomic design equipment to reduce these health threats and lost economies. The requested and necessary increase of $521,900, coupled with equipment already purchased and planned, will allow for the phased acquisition of special work tables, task lighting, foot rests, copy holders and/or wrist supports for these staff members by fiscal year 1996.

LIBRARY OF CONGRESS
FURNITURE AND FURNISHINGS

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

1. Annual Furniture and Equipment - Growing Workload (continued)

b. Book, Basket & Map Trucks .... + $ 64,400

This amount will provide for the addition of 135 book trucks for use throughout the Library. With parts of the collections in constant motion, book trucks become the heart of the transport system. From the time new acquisitions arrive in the Library, the entire processing procedures rely on book trucks for expeditious handling until they are shelved. Once collections are shelved, retrieval for use by patrons and researchers is possible only with the extensive use of this transport system. The growing collections of the Library and the reduced patron access areas dictate the acquisition of additional trucks for all service areas.

c. Equipment and Office Machines .... + $ 75,000

Of the total request, sixty nine percent ($51,700) is necessary to improve the efficiency of mail operations. A new mail meter/scale ($23,000) is required to eliminate processing backlogs generated by a mail volume which increases at the rate of 5% per year; an envelope address printer ($12,300) to provide machine readable addresses on envelopes in conformance with U.S. Postal Service requirements. With the conversion of the delivery of all interlibrary loans to UPS in fiscal 1992, the workload of the Freight Services Unit increased by 12,000 pieces per year over the previous rate of 42,500 outgoing pieces. An increase in interlibrary loan activity is also forecast because of the better delivery time and reliability UPS provides over other forms of mail delivery. The UPS paperwork is now handled manually; the increase cannot be absorbed by existing personnel. A UPS Manifest System ($16,400) provides the equipment and automated tracking interface with UPS, and will eliminate a large volume of paperwork processing.

LIBRARY OF CONGRESS
FURNITURE AND FURNISHINGS

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

1. Annual Furniture and Equipment - Growing Workload (continued)

    c. Equipment & Office Machines (continued)

With the renovation and relocations, sign making has increased 300% over fiscal 1991. In addition, a signage pilot is underway to improve the utility and appearance of all directional and locational information. Materials for the existing signage equipment can be provided by only one supplier at ever increasing prices. A new signage system will eliminate this dependence and enable all signs to be produced more quickly and economically.

LIBRARY OF CONGRESS
FURNITURE AND FURNISHINGS

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

2. Non-recurring Furniture and Equipment

Price Level .... + $ 476,400

Map Cabinets .... + $ 92,500

The total request is to provide 100 map cabinets to accommodate approximately 50,000 map sheets. Presently, map drawers are overcrowded which poses a significant threat to valuable cartographic collections which are inappropriately compressed into drawers. While some shifting of the collections will relieve the pressure on the amount of materials presently in the cabinets, and allow the materials, which are used extensively on a daily basis, to be removed and replaced without undue damage, additional cabinets are needed.

Filing Equipment .... + $ 31,700

The total request is to permit replacement of forty-five malfunctioning and aging file cabinets in the Congressional Research Service which present safety hazards to staff who attempt to access the research collections, and to provide adequate storage for the general accumulation of materials necessary for congressional research.

Bookcase and Shelf Sections .... + $ 1,700

The entire request is necessary to provide ten handcranks for compact motorized shelving. The handcranks are necessary to replace those which have worn out and to increase accessibility to the stacks during malfunctioning periods.

LIBRARY OF CONGRESS
FURNITURE AND FURNISHINGS

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

2. Non-recurring Furniture and Equipment- Price Level (continued)

Audio Visual Equipment .... + $ 25,200

Ninety percent of the request ($22,700) is to replace eight stereo audio cassette players, four video tape machines and three television monitors in the Copyright Office's Examining Division. Through extremely heavy use over the past eight years, this equipment has suffered frequent failures and has required extensive repairs; additional repairs to this vital equipment are no longer economically sound. The remaining $2,500 will provide equipment to record congressional activity and to transcribe symposia and literary discussions to develop Poetry and Literature Center anthologies.

Security Equipment .... + $ 75,100

The entire request will allow for replacement of electronic security equipment which is beyond its useful five year life and to provide appropriate security for planned exhibits, including the History of the Capitol, 100th Anniversary of Motion Pictures, and the Gehenna Press Exhibits. Included are cameras, transmitters and recorders necessary to support various security and exhibit installations throughout the Library.

Materials Handling Equipment .... + $ 200

The entire request is to provide a replacement hand truck for the Loan Division. The present truck is significantly weakened from constant and heavy use.

LIBRARY OF CONGRESS
FURNITURE AND FURNISHINGS

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

2. Non-recurring Furniture and Equipment - Price Level (continued)

M/B/RS (Public Service) Equipment .... + $ 250,000

The Library of Congress requests a base of funds for the replacement of specialized equipment utilized by the Motion Picture, Broadcasting, and Recorded Sound Division for the preservation of film, television and radio programs, and sound recordings, and for processing and making these collections available to the public. While current GSA depreciation schedules list the life cycle of video equipment to be approximately 5 years and film equipment 10 years, M/B/RS presently has a significant inventory which has been in service for more than 17 years. Also, the GSA depreciation schedule does not take into account the major technological advances like digitization which require total re-equipment. In addition, many of the division's arrearages are on obsolete formats and cannot be processed until they are preserved and transferred to a modern and accessible format. The division's arrearage reduction goals have resulted in an increased demand for preservation and duplication in the division's two laboratories. The depreciation schedule indicates that over a ten-year period, a higher annual base figure is required, but we are only requesting a minimum requirement for fiscal 1994.

LIBRARY OF CONGRESS
FURNITURE AND FURNISHINGS

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

2. Non-recurring Furniture and Equipment (continued)

Growing Workload .... + $ 568,600

Filing Equipment .... + $ 32,800

More than half the total request is to provide a power file system ($18,300) to the Serial & Government Publications Division to file new acquisitions of silver halide fiche received on deposit from the Government Printing Office. The remaining $14,500 will provide 17 filing cabinets to offices throughout the Library to accommodate expanding storage requirements. Included are 10 files for Cultural Affairs, 4 for Constituent Services and 3 for the Copyright Office.

Bookcase and Shelf Sections .... + $ 165,900

Of the total amount requested, $161,000 is for the continuation of a phased program, begun in fiscal 1992, to provide 2,100 support frames for free-standing bookshelves throughout the Library. These are intended to support existing wall hung shelves with a uniframe construction to transfer the weight load from the walls to the floor, minimizing the possibility of overload and collapse as has been experienced in the past. The remaining sum will provide 85 wall hung shelves, the majority to house reference materials in cubicles in CRS and the Copyright Office.

LIBRARY OF CONGRESS
FURNITURE AND FURNISHINGS

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

2. Non-recurring Furniture and Equipment- Growing Workload (continued)

Audio Visual Equipment .... + $ 54,000

The Congressional Research Service produces hundreds of computer and video based presentations for congressional briefings and seminars. Six specialized color monitors ($44,900) capable of projecting various forms of video output from microcomputers are needed in CRS conference rooms to allow the divisions this production capability.

The Copyright Office requires several pieces of audio visual equipment ($5,800) to examine and match deposits with applications, to expedite copy orders and to allow examiners to review new technology submissions. Additionally, speech synthesizer equipment ($2,200) is required to enable the Humanities and Social Science Reading Rooms to serve persons with disabilities and to bring the Library into compliance with the Americans with Disabilities Act. The remaining $1,100 will allow the Poetry and Literature Center equipment to review submitted videos which feature well known poets and authors.

Exhibit Equipment .... + $ 3,200

The request is necessary for the acquisition of tools to make delicate on-site adjustments to exhibit cradles and cases without having to dismantle and return them to the shop for minor alterations. Included are a belt sander, portable air compressor and cordless saw.

LIBRARY OF CONGRESS
FURNITURE AND FURNISHINGS

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

2. Non-recurring Furniture and Equipment- Growing Workload (continued)

Security Equipment .... + $ 44,600

The Copyright Office is intensifying efforts to improve the security of materials and deposits. Presently, there is no manageable method for protecting deposit receipts and materials being processed for addition to the collections. This request is to include security devices for installation on 4th floor doors in the James Madison Building. Additionally, the request includes $8,300 for the provision of surveillance equipment for the new Thomas Jefferson Building Sales Shop.

Materials Handling Equipment .... + $ 1,200

The entire request is necessary to provide the Copyright Office with four flatbed trucks used to transport an increasing number of motion picture and oversized deposits.

Special Function Equipment .... + $ 6,000

The Special Events Office hosts dozens of programs and meetings annually which often require specialized configurations for proper presentation. Depending on the nature of the event, as many as twenty platforms/steps may be required. This request will allow the acquisition of ten platforms to arrange meeting and event facilities appropriately.

LIBRARY OF CONGRESS
FURNITURE AND FURNISHINGS

Justification of Increases and Decreases

FY 1993 Budget		FY 1994 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

2. Non-recurring Furniture and Equipment- Growing Workload (continued)

Collections Security Equipment .... + $ 253,800

With an eye towards further securing the Library's collections from theft and harm, the Library has determined the need to install new surveillance cameras in M/B/RS, Geography and Map, Prints and Photographs, and Music reading rooms ($123,703). It has also been determined that certain areas within Collections Storage require a further level of security in the form of locked cages ($25,000). As the Library has moved to limit researchers and visitors from bringing personal belongings into the reading rooms an area is going to be set aside to be used as a cloakroom. Readers will be able to leave their coats and briefcases in lockers provided, thus insuring the security of their personal property ($20,000). Congressional Research Service has identified the need for a new and more secure file system for House and Senate Bills ($32,280).

Collections Storage Equipment .... + $ 7,100

The Library's off-site collections storage facility requires extensive sorting and transportation of materials and collections between locations. The requested amount will provide a conservation complement of supply and file cabinets, sorting tables and book trucks, as well as lockers for staff assigned at the facility to protect their personal property.

LIBRARY OF CONGRESS
FURNITURE AND FURNISHINGS

Additional Information

	FY 1993 Budget	FY 1993 Base Budget	FY 1994 Estimate	1994 Change			
				Adjustments	Price Level	Growing Workload	Total
3145 Typewriters	$ 60,000	$ 60,000	$ 60,000	$	$	$	$
3150 Annual Furniture	801,900	801,900	801,900				
3151 Workstations	412,200	412,200	934,100			521,900	521,900
3152 Telephone Equipment	350,400	350,400	350,400				
3159 Book, Basket and Map Trucks	51,700	51,700	116,100			64,400	64,400
3160 Information Retrieval Equipment	291,300	291,300	291,300				
3171 Annual Partitions	75,000	75,000	75,000				
3179 Equipment and Office Machines	260,700	260,700	357,600		21,900	75,000	96,900
3180 Public Space Furniture	350,000	350,000	350,000				
3183 Carpeting	150,000	150,000	150,000				
3188 Telecommunications Cabling	1,000,000	1,000,000	1,000,000				
3190 F&S - Overseas Offices	82,500	82,500	91,600		9,100		9,100
Subtotal, Annual Items	$3,885,700	$3,885,700	$4,578,000	$	$ 31,000	$ 661,300	$ 692,300
3155 Catalog Card Cases	$ 20,300	$ 0	$ 0	$ -20,300	$	$	$ -20,300
3156 Map Cabinets	16,100	0	92,500	-16,100	92,500		76,400
3157 Filing Cabinets	56,700	0	64,500	-56,700	31,700	32,800	7,800
3158 Bookcase and Shelf Sections	1,300	0	167,600	-1,300	1,700	165,900	166,300
3161 Audio Visual Equipment	112,600	0	79,200	-112,600	25,200	54,000	-33,400
3162 Exhibit Equipment	5,200	0	3,200	-5,200		3,200	-2,000
3163 Security Equipment	85,200	0	119,700	-85,200	75,100	44,600	34,500
3164 Lockers	5,900	0	0	-5,900			-5,900
3165 Maintenance Equipment	9,700	0	0	-9,700			-9,700
3166 Materials Handling Equipment	16,300	0	1,400	-16,300	200	1,200	-14,900
3170 M/B/RS (Public Service)	0	0	250,000		250,000		250,000
MLS/BPH Furnishings	275,000	0	0	-275,000			-275,000
Special Function Equipment	0	0	6,000			6,000	6,000
Collections Security Equipment	0	0	253,800			253,800	253,800
Collections Storage Equipment	0	0	7,100			7,100	7,100
Subtotal, Non-Recurring Equipment	$ 604,300	$ 0	$1,045,000	$ -604,300	$ 476,400	$ 568,600	$ 440,700
TOTAL, Furniture and Furnishings	$4,490,000	$3,885,700	$5,623,000	$ -604,300	$ 507,400	$1,229,900	$1,133,000

Schedule A

Library of Congress
Furniture and Furnishings
By Organization and By Object Class
FY 1994
($000)

Categories	FY92 Actual		FY93 Estimate		FY94 Estimate		Net Change 93/94	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
1. **Breakdown by Organization:**								
Constituent Services	---	$4,355	---	$4,490	---	$5,623	---	$ + 1,133
Total	---	$4,355	---	$4,490	---	$5,623	---	$ + 1,133
2. **Breakdown by Object Class:**								
11 Personnel Compensation		$182		---		---		$ ---
12 Personnel Benefits		33		---		---		---
13 Benefits for Former Personnel		---		---		---		---
21 Travel		---		---		---		---
22 Transportation of Things		---		---		---		---
23 Rent, Communications & Utilities		---		---		---		---
24 Printing and Reproduction		---		---		---		---
25 Other Services		1		---		---		---
26 Supplies and Materials		---		---		---		---
31 Equipment		4,139		4,490		5,623		+ 1,133
42 Insurance Claims and Indemnities		---		---		---		---
Total		$4,355		$4,490		$5,623		$ + 1,133

Schedule B

Library of Congress
Furniture and Furnishings
Analysis of Change
By Organization and By Object Class
FY 1994
($000)

Categories	Mandatory Changes		Price Level Changes		PROGRAM CHANGES						Net Change	
					Staff Level Increases		Other Increases		Program Decreases			
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
1. Breakdown by Organization:												
Constituent Services	---	---	---	$507	---	---	---	$1,230	---	($604)	---	$ + 1,133
Total	---	---	---	$507	---	---	---	$1,230	---	($604)	---	$ + 1,133
2. Breakdown by Object Class:												
11 Personnel Compensation		---		---		---		---		---		---
12 Personnel Benefits		---		---		---		---		---		---
13 Benefits for Former Personnel		---		---		---		---		---		---
21 Travel		---		---		---		---		---		---
22 Transportation of Things		---		---		---		---		---		---
23 Rent, Communications & Utilities		---		---		---		---		---		---
24 Printing and Reproduction		---		---		---		---		---		---
25 Other Services		---		---		---		---		---		---
26 Supplies and Materials		---		---		---		---		---		---
31 Equipment		---		507		---		1,230		(604)		+ 1,133
42 Insurance Claims and Indemnities		---		---		---		---		---		---
Total		$0		$507		$ ---		$1,230		($604)		$ + 1,133

Schedule C

Library of Congress
Furniture and Furnishings
Summary
Detailed Analysis of Changes
FY 1994
($000)

	Calculation of Base	
	Staff	Amount
Appropriation, 1993	—	$4,490
Budget Base, 1993		4,490
	1994 Request	
	Staff	Amount
I. Adjustments to Base		
A. Mandatory Changes		
1. Merit increase and related benefits		—
2. Annualization of pay raises		—
3. Annualization of pay raise (foreign)		—
4. Accident compensaiton		—
5. Funding of 1/94 pay raise		—
6. Funding of 1/94 locality pay raise		—
7. Annualization of position		—
B. Price Level Changes		
1. Travel cost increases		—
2. Transportation of things increases		—
3. Rent and postage increases		—
4. Printing cost increases		—
5. ADP timesharing price increases		—
6. Miscellaneous services increases		—
7. Tuition and training increases		—
8. Supplies cost increases		—
9. Equipment cost increases		507
C. Program Increases		
1. Staff level increases	—	—
Unfinanced positions		—
2. Other Program increases		
a. Travel		—
b. Transportation of things		—
c. Rent, communications & utilities		—
d. Printing and reproduction		—
e. Other services		—
f. Supplies and materials		—
g. Equipment		1,230
D. Program Decreases		
1. Salaries and benefits		—
Indefinite positions		—
2. Rent, communications and utilities		—
3. Printing and reproduction		—
4. Other services		—
5. Equipment (Non-recurring)		-604
II. Net Increase/Decrease Requested	—	1,133
III. Total Appropriation Request, 1994	0	$5,623

LIBRARY OF CONGRESS
Furniture and Furnishings

Program and Financing (in thousands of dollars)

Identification code 03–0146–0–1–503		1992 actual	1993 est	1994 est.
	Program by activities:			
00.01	Repair and replacement furniture and furnishings	2,720	3,886	4,578
00.02	New furniture and furnishings	990	604	1,045
00.03	Jefferson and Adams Buildings, furniture and furnishings	651	2,839	2,839
10.00	Total obligations	4,361	7,329	8,462
	Financing:			
21.40	Unobligated balance available, start of year	−5,619	−5,678	−2,839
24.40	Unobligated balance available, end of year	5,678	2,839	
25.00	Unobligated balance expiring	70		
39.00	**Budget authority**	**4,490**	**4,490**	**5,623**
	Budget authority:			
	Current:			
40.00	**Appropriation**	**3,235**	**4,490**	**5,623**
	Permanent.			
65.00	**Advance appropriation**	**1,255**		
	Relation of obligations to outlays.			
71.00	Total obligations	4,361	7,329	8,462
72.40	Obligated balance, start of year	3,316	2,963	3,651
74.40	Obligated balance, end of year	−2,963	−3,651	−4,063
77.00	Adjustments in expired accounts	7		
90.00	Outlays	4,723	6,641	8,050

This activity provides for the purchase and repair of furniture, furnishings, and equipment to support Library operations.

Object Classification (in thousands of dollars)

Identification code 03–0146–0–1–503		1992 actual	1993 est	1994 est.
	Personnel compensation.			
11.3	Other than full-time permanent	177		
11.5	Other personnel compensation	5		
11.9	Total personnel compensation	182		
12.1	Civilian personnel benefits	33		
21.0	Travel and transportation of persons	4		
25.1	Consulting services	21		
25.2	Other services	73		
26.0	Supplies and materials	24		
	Equipment:			
31.0	Annual furniture and equipment	2,662	3,804	4,486
31.0	Nonrecurring equipment	774	604	1,045
31.0	Furniture and equipment for overseas offices	58	82	92
31.0	Furnishings in Jefferson and Adams Buildings	530	2,839	2,839
99.9	Total obligations	4,361	7,329	8,462

Personnel Summary

	Total compensable workyears:			
1001	Full-time equivalent employment	5		

[Clerk's note.—The Program and Finance and Object Class tables reflect the budget justifications as submitted to the Subcommittee. Please check Appendix to the President's FY94 Budget for any changes that may be made subsequent to the January 1993 submission to the Subcommittee.]

LIBRARY OF CONGRESS
Administrative Provisions

LIBRARY OF CONGRESS
ADMINISTRATIVE PROVISIONS

Section 202. **Request to increase the authorization for expenses of attendance at meetings from $175,690 to $188,190, of which $58,100 is for the Congressional Research Service.**

	FY 1993 Budget	FY 1994 Estimate	1994 Increase		
			Price Level	Growing Workload	Total
Increase by appropriation as follows:					
Salaries and Expenses, Library of Congress ..	$103,110	$111,410	$ 5,800	$ 2,500	$ 8,300
Copyright Office	11,980	12,580	600	----	600
Books for the Blind & Physically Handicapped	5,800	6,100	300	----	300
Total, Title II	$120,890	$130,090	$ 6,700	$ 2,500	$ 9,200
Congressional Research Service (Title I)	54,800	58,100	3,300	----	3,300
Total, Attendance at Meetings	$175,690	$188,190	$10,000	$ 2,500	$12,500

The Library is requesting a price level increase of $10,000 for travel in fiscal 1994 to accommodate a 6 percent increase in costs over 1993. This is a result of a combination of increases in air travel and per diem costs.

In addition, the Library is requesting a growing workload increase of $2,500 for attendance at meetings travel in fiscal 1994 in connection with the Science and Technology Information initiative. For the Science and Technology Information (STI) initiative to be successful, it is imperative that the Library participate, along with other leaders in the scientific and technical community, in major conferences and organizations that focus on significant emerging science and technology information issues. Such participation strengthens the Library's position as a leader in this realm and allows STI to maintain continuing ties with this community to enable the Library to (1) serve the scientific and technical community better, (2) join with the library and information services community in enhancing their services to that community, and (3) develop and refine information system specifications to serve this community better in the future.

LIBRARY OF CONGRESS
Reimbursable Programs
Salaries and Expenses

LIBRARY OF CONGRESS
REIMBURSABLE PROGRAMS
SALARIES AND EXPENSES

	Total	Reimbursable Collections	Regular Bill
1993 Budget	$68,095,000	- $68,095,000	$ ----
1994 Estimate	70,310,000	- 70,310,000	----
Net Increase	+ $ 2,215,000	- $ 2,215,000	$ ----

Summary

	FY 1993 Budget		FY 1994 Increase		Increase	
	No.	Amount	No.	Amount	No.	Amount
Mandatory Increases		$ ----		$ 269,000		+ $ 269,000
Positions	(154)	6,757,000	(154)	6,757,000		----
Non-personal services:						
Price level		$61,338,000		$63,284,000		+ $1,946,000
Growing workload		----		----		----
		$61,338,000		$63,284,000		+ $1,946,000
Total, Reimbursable Programs	(154)	$68,095,000	(154)	$70,310,000		+ $2,215,000
Less: Reimbursable Collections		- 68,095,000		- 70,310,000		- 2,215,000
Total Appropriation	(154)	$ ----	(154)	$ ----		$ ----

Mandatory increases	+ $ 269,000
Price level	+ 1,946,000
Growing workload	+ ----
Total	+ $2,215,000

LIBRARY OF CONGRESS
REIMBURSABLE PROGRAMS
SALARIES AND EXPENSES

General Statement

Under authority of the Economy Act (31 U.S.C. 1535-1536), the Library provides reimbursable services to other Federal government agencies. In each instance, the Library and the applicable agency enter into an interagency agreement (IAG) which sets forth the services to be provided and requires payment in advance. The IAG is completed where it is determined by both parties that the Library can provide the applicable service in a more economical and cost effective manner. Funds transferred from the sponsoring agency are credited to the Library's accounts and used to pay for the direct and indirect costs of providing the reimbursable services. Funds transferred in excess of actual costs of providing the services are returned to the sponsoring agency.

Major categories of reimbursable services that the Library provides include:

- Federal Library and Information Network (FEDLINK) program - This program is designed to support the Federal Library and Information Center Community (FLICC) in the cost effective procurement of books, serials, and computer-based information retrieval services for more than 1,300 FEDLINK members. Under this program, the consolidated purchasing power of Federal libraries across the government permit the Library to negotiate economical contracts with some 80 vendors. Most of the funds transferred from agencies participating in the program are for services provided by these vendors.

- Federal Research Division (FRD) - This program provides customized research services that the Library is uniquely able to complete as a result of its collections or multi-lingual staff. For example, the Department of the Army has entered into an IAG with the Library for the Country Studies-Area Handbook Program. This program produces books that describe and analyze the political, economic, social, and national security systems of foreign countries.

The Library's Reimbursable Programs are estimated to amount to $70,310,000 in fiscal 1994, including $62,531,500 for the FEDLINK program, $3,493,500 for the FRD program, $2,237,400 for indirect program support, and $2,047,600 for all other activities. Since the level of activity depends on other agency requirements and funding, the estimated amounts typically vary significantly from actual.

LIBRARY OF CONGRESS
REIMBURSABLE PROGRAMS
SALARIES AND EXPENSES

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
A. Mandatory increases						+ $ 269,000

Mandatory increases are based on pay raise assumptions of 2.2 percent for the pay raise effective January 1994 and 2.9 percent for the locality pay increase effective January 1994.

LIBRARY OF CONGRESS
REIMBURSABLE PROGRAMS
SALARIES AND EXPENSES

Justification of Increases and Decreases

	FY 1993 Budget		FY 1994 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
B. Non-personal services		$61,338,000		$63,284,000		+ $1,946,000
Price level						+ $1,946,000

Price level increases are based on an inflation factor of 3.2% provided to Executive Branch agencies by the Office of Management and Budget. Increases by object class are displayed on the following page.

LIBRARY OF CONGRESS
REIMBURSABLE PROGRAMS
SALARIES AND EXPENSES

Additional Information

	FY 1993 Budget	FY 1994 Estimate	1994 Increase: Price Level	1994 Increase: Growing Workload	1994 Increase: Total
2100 Travel	$ 51,700	$ 53,500	$ 1,800	$	$ 1,800
2200 Transportation of Things	850	900	50		50
2301 Postage	41,650	43,000	1,350		1,350
2310 Local Telephone	22,200	23,000	800		800
2320 Long Distance Telephone	13,600	14,000	400		400
2321 Long Distance Telephone - Data Comm.	200	200			
2350 Rental of Space	1,031,500	1,064,500	33,000		33,000
2410 Printing, General	10,900	11,200	300		300
2420 Printing, Publications	63,400	65,400	2,000		2,000
2430 Photoduplication	83,500	86,200	2,700		2,700
2440 Offset Reproduction	60,500	62,500	2,000		2,000
2501 Other Services, Miscellaneous	1,455,000	1,501,500	46,500		46,500
2515 Services of Other Agencies	57,400	59,200	1,800		1,800
2520 Tuition and Training	27,800	28,800	1,000		1,000
2550 Professional & Consultant Services	1,329,200	1,355,700	26,500		26,500
2560 Maintenance & Repair of Equipment	42,000	43,400	1,400		1,400
2563 Maintenance of Software	6,000	6,200	200		200
2580 Data Base Services	24,699,000	25,490,000	791,000		791,000
2601 Office Supplies	48,300	49,900	1,600		1,600
2610 Computer Software	117,700	121,500	3,800		3,800
2611 Automation Supplies	16,100	16,700	600		600
3100 Books and Library Materials	33,000	34,000	1,000		1,000
3109 FEDLINK Books and Subscriptions	29,121,800	30,048,000	926,200		926,200
3140 Equipment	618,000	637,700	19,700		19,700
4400 Refunds	2,386,700	2,467,000	80,300		80,300
Total, Non-personal Services	$61,338,000	$63,284,000	$1,946,000	$ ----	$1,946,000

266.

LIBRARY OF CONGRESS
Service Fee Accounts

LIBRARY OF CONGRESS
SERVICE FEE ACCOUNTS - REVOLVING

General Statement

The Service Fee Accounts (revolving funds) are used to provide photostats, photographs, microfilm and other forms of photoduplication, sound recordings of music and poetry to other Government agencies, libraries, other institutions, and the general public. They are also used to produce publications related to activities supported by various gift and trust funds of the Library for sale to interested parties.

These accounts were originally established by gifts from various donors. The purposes for which the funds were donated include the intention that funds received from the sale of items produced by use of the funds be returned to the fund, thereby establishing their revolving nature.

LIBRARY OF CONGRESS
SERVICE FEE ACCOUNTS - REVOLVING

Program and Financing (in thousands of dollars)

Identification code 03-8208-0-8-503	1992 Actual	1993 Estimate	1994 Estimate
Program by Activities:			
1. Photoduplication Service	5,588	5,784	6,019
2. Recording Laboratory	549	568	591
3. Clapp Publication Fund	145	150	156
4. Motion Picture Fund	91	94	98
5. Traveling Exhibit Fund	23	24	25
6. Toni Frissell Fund	---	---	---
7. Cafritz Exhibit Fund	10	11	11
8. Constance McLaughlin Green Fund	595	616	641
9. Elizabeth Hamer Kegan Fund	27	28	29
10. Da Capo Fund	40	41	43
11. Mary Pickford Fund	---	---	---
12. Booratin Fund	---	---	---
10.00 Total obligations	7,068	7,316	7,613
Financing:			
21.40 Unobligated balance available, start of year	-2,738	-2,455	-2,589
24.40 Unobligated balance available, end of year	2,455	2,589	3,455
60.00 Budget authority (appropriation) (permanent, indefinite)	6,785	7,450	8,479
Relation of obligations to outlays:			
71.00 Obligations incurred, net	7,068	7,316	7,612
72.40 Obligated balance, start of year	1,160	1,459	1,606
74.40 Obligated balance, end of year	-1,459	-1,606	-1,649
90.00 Outlays	6,769	7,169	7,569

LIBRARY OF CONGRESS
SERVICE FEE ACCOUNTS - REVOLVING

Object Classification (in thousands of dollars)

Identification code 03-8208-0-8-503		1992 Actual	1993 Estimate	1994 Estimate
Personnel compensation:				
11.1	Full-time permanent positions	3,369	3,488	3,629
11.5	Other personnel compensation	88	91	94
11.8	Special personal services payments	---	---	---
11.9	Total personnel compensation	3,457	3,579	3,723
12.1	Personnel benefits: Civilian	706	731	761
13.5	Benefits to former personnel	---	---	---
21.0	Travel and transportation of persons	17	18	19
22.0	Transportation of things	23	24	25
23.2	Communications, utilities, and other rent	684	708	737
24.0	Printing and reproduction	127	131	137
25.0	Other services	363	376	391
26.0	Supplies and materials	1,376	1,424	1,481
31.0	Equipment	278	287	299
44.0	Refunds	37	38	40
99.9	Total obligations	7,068	7,316	7,613

Personnel Summary

	1992	1993	1994
Total compensable workyears:			
Full-time equivalent employment	142	142	142
Full-time equivalent of overtime and holiday hours	2	2	2

LIBRARY OF CONGRESS
SERVICE FEE ACCOUNTS - REVOLVING

Revenue and Expense (in thousands of dollars)

Operating income or loss (-):	1992 Actual	1993 Estimate	1994 Estimate
Photoduplication Service			
Revenue	5,055	5,664	6,635
Expense	5,588	5,784	6,019
Net operating income or loss (-), Photoduplication Service	-533	-120	616
Recording Laboratory			
Revenue	674	695	718
Expense	549	568	591
Net operating income or loss (-), Recording Laboratory	125	127	127
Clapp Publication Fund			
Revenue	104	108	111
Expense	145	150	156
Net operating income or loss (-), Clapp Publication Fund	-41	-42	-45
Motion Picture Fund			
Revenue	107	111	114
Expense	91	94	98
Net operating income or loss (-), Motion Picture Fund	16	17	16

LIBRARY OF CONGRESS
SERVICE FEE ACCOUNTS - REVOLVING

Revenue and Expense (in thousands of dollars)

Operating income or loss (-):	1992 Actual	1993 Estimate	1994 Estimate
Traveling Exhibit Fund			
Revenue	46	48	49
Expense	23	24	25
Net operating income or loss (-), Traveling Exhibit Fund	23	24	24
Toni Frissell Fund			
Revenue	---	---	---
Expense	---	---	---
Net operating income or loss (-), Toni Frissell Fund	---	---	---
Cafritz Exhibit Fund			
Revenue	1	1	1
Expense	10	11	11
Net operating income or loss (-), Cafritz Exhibit Fund	-9	-10	-10
Constance McLaughlin Green Fund			
Revenue	650	671	694
Expense	595	616	641
Net operating income or loss (-), Constance McLaughlin Green Fund	55	55	53

LIBRARY OF CONGRESS
SERVICE FEE ACCOUNTS - REVOLVING

Revenue and Expense (in thousands of dollars)

Operating income or loss (-):	1992 Actual	1993 Estimate	1994 Estimate
Elizabeth Hamer Kegan Fund			
Revenue	18	18	19
Expense	27	28	29
Net operating income or loss (-), Elizabeth Hamer Kegan Fund	-9	-10	-10
Da Capo Fund			
Revenue	119	123	127
Expense	40	41	43
Net operating income or loss (-), Da Capo Fund	79	82	84
Mary Pickford Fund			
Revenue	---	---	---
Expense	---	---	---
Net operating income or loss (-), Mary Pickford Fund	---	---	---
Boorstin Fund			
Revenue	11	11	11
Expense	---	---	---
Net operating income or loss (-), Boorstin Fund	11	11	11

LIBRARY OF CONGRESS
Service Fee Accounts

Trust Funds

GIFT AND TRUST FUND ACCOUNTS

Program and Financing (in thousands of dollars)

Identification code 03-9971-0-7-503		1992 actual	1993 est.	1994 est.
	Program by activities:			
00.01	Acquisition of library materials	1,695	1,755	1,826
00.02	Reader and reference services	7,819	8,000	8,324
00.03	Organization and control of the collections	701	726	755
00.04	Public programs	3,864	3,999	4,162
10.00	Total obligations	14,079	14,480	15,067
	Financing:			
	Unobligated balance available, start of year			
21.40	Treasury balance	−19,656	−21,869	−25,298
21.41	U.S. securities: Par value	−1,340	−1,340	−1,340
	Unobligated balance available, end of year			
24.40	Treasury balance	21,869	25,298	30,614
24.41	U.S. securities: Par value	1,340	1,340	1,340
60.05	**Budget authority (appropriation) (indefinite)**	16,293	17,909	20,383
	Relation of obligations to outlays:			
71.00	Total obligations	14,079	14,480	15,067
72.40	Obligated balance, start of year	1,906	3,384	3,273
74.40	Obligated balance, end of year	−3,384	−3,273	−2,966
90.00	Outlays	12,601	14,591	15,374
	Distribution of budget authority by account:			
	Payment of interest on bequest of Gertrude M. Hubbard	1	1	1
	Interest on Treasury investment account	205	233	265
	Library of Congress trust fund income from investment account	2,451	2,685	3,057
	Library of Congress gift fund	6,852	7,540	8,581
	Service fees	6,785	7,450	8,479
	Distribution of outlays by account:			
	Payment of interest on bequest of Gertrude M. Hubbard	—	1	1
	Interest on Treasury investment account	78	123	125
	Library of Congress trust fund income from investment account	750	785	820
	Library of Congress gift fund	5,004	6,513	6,859
	Service fees	6,769	7,169	2,569

Object Classification (in thousands of dollars)

Identification code 03-9971-0-7-503		1992 actual	1993 est.	1994 est.
	Personnel compensation:			
11.1	Full-time permanent	4,321	4,473	4,654
11.3	Other than full-time permanent	1	1	1
11.5	Other personnel compensation	221	229	238
11.9	Total personnel compensation	4,543	4,703	4,893
12.1	Civilian personnel benefits	871	902	938
21.0	Travel and transportation of persons	541	560	583
22.0	Transportation of things	50	52	54
23.3	Communications, utilities, and miscellaneous charges	726	752	782
24.0	Printing and reproduction	450	466	485
25.1	Consulting services	381	393	407
25.2	Other services	2,924	3,028	3,152
26.0	Supplies and materials	1,626	1,589	1,654
31.0	Equipment	1,852	1,916	1,996
41.0	Grants, subsidies, and contributions	32	33	34
44.0	Refunds	83	86	89
99.9	Total obligations	14,079	14,480	15,067

Personnel Summary

		1992 actual	1993 est.	1994 est.
	Total compensable workyears:			
1001	Full-time equivalent employment	168	168	168
1005	Full-time equivalent of overtime and holiday hours	6	6	6

Foreign Service National Separation Liability Trust Fund

Program and Financing (in thousands of dollars)

Identification code 03-8339-0-7-602		1992 actual	1993 est.	1994 est.
	Program by activities:			
10.00	Total obligations (object class 13.0)	—	100	100
	Financing:			
21.40	Unobligated balance available, start of year	—	−629	−651
24.40	Unobligated balance available, end of year	629	651	673
60.05	**Budget authority (appropriation) (indefinite)**	629	122	122
	Relation of obligations to outlays:			
71.00	Total obligations	—	100	100
90.00	Outlays	—	100	100

The Foreign Service National Separation Liability Trust Fund was established in accordance with Section 151 of Public Law 102-138. This account funds the lump-sum separation payments (earned under the applicable country's law during an employee's career) of Foreign Service Nationals employed by Library of Congress overseas field offices.

[Clerk's note.—The Program and Finance and Object Class tables reflect the budget justifications as submitted to the Subcommittee. Please check Appendix to the President's FY94 Budget for any changes that may be made subsequent to the January 1993 submission to the Subcommittee.]

U.S. GOVERNMENT PRINTING OFFICE

Budget Justification

Fiscal Year 1994

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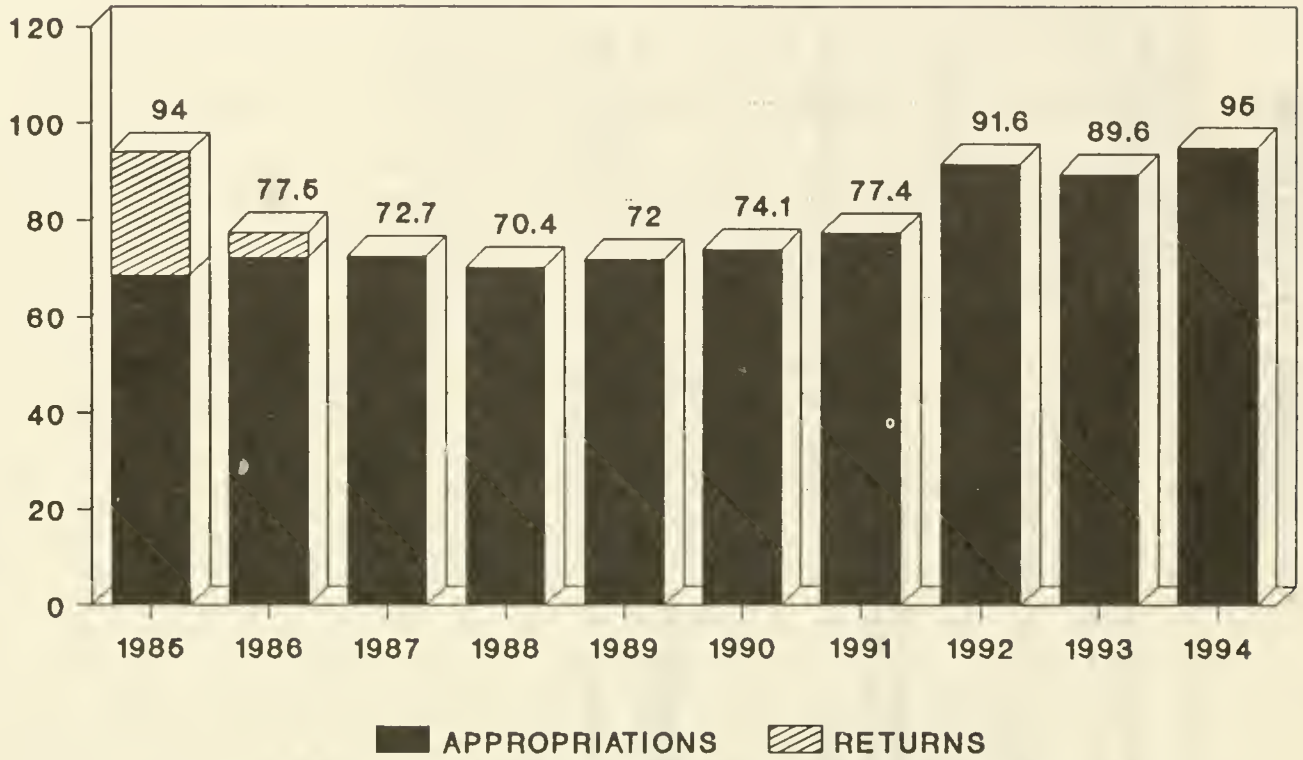
U.S. GOVERNMENT PRINTING OFFICE
SUMMARY OF ESTIMATES

Appropriation	FY 1993 Requested	FY 1993 Approved	FY 1994 Estimates
Congressional Printing and Binding:			
Appropriation..............	$117,595,000	$ 89,591,000	$ 95,000,000
Superintendent of Documents, Salaries and Expenses:			
Appropriation..............	30,983,000	29,082,000	33,707,000
Total Appropriation Requirements:			
Appropriation..............	148,578,000	118,673,000	128,707,000

CONGRESSIONAL PRINTING AND BINDING APPROPRIATIONS AND RETURNS TO TREASURY

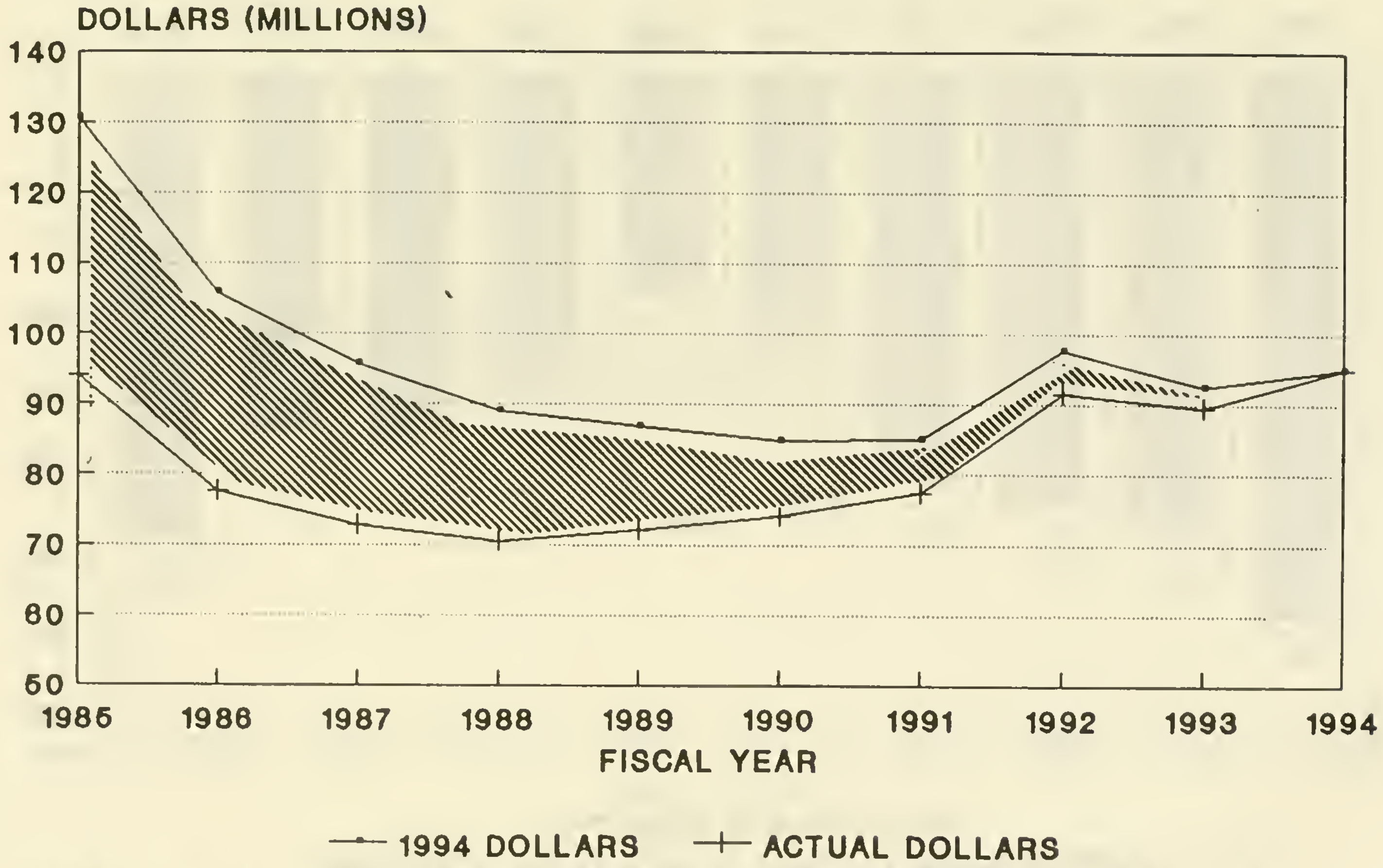
DOLLARS IN MILLIONS



NOTE: For comparison purposes the Congressional Printing and Binding and the Printing and Binding Appropriations for fiscal years 1985 through 1987 are combined.

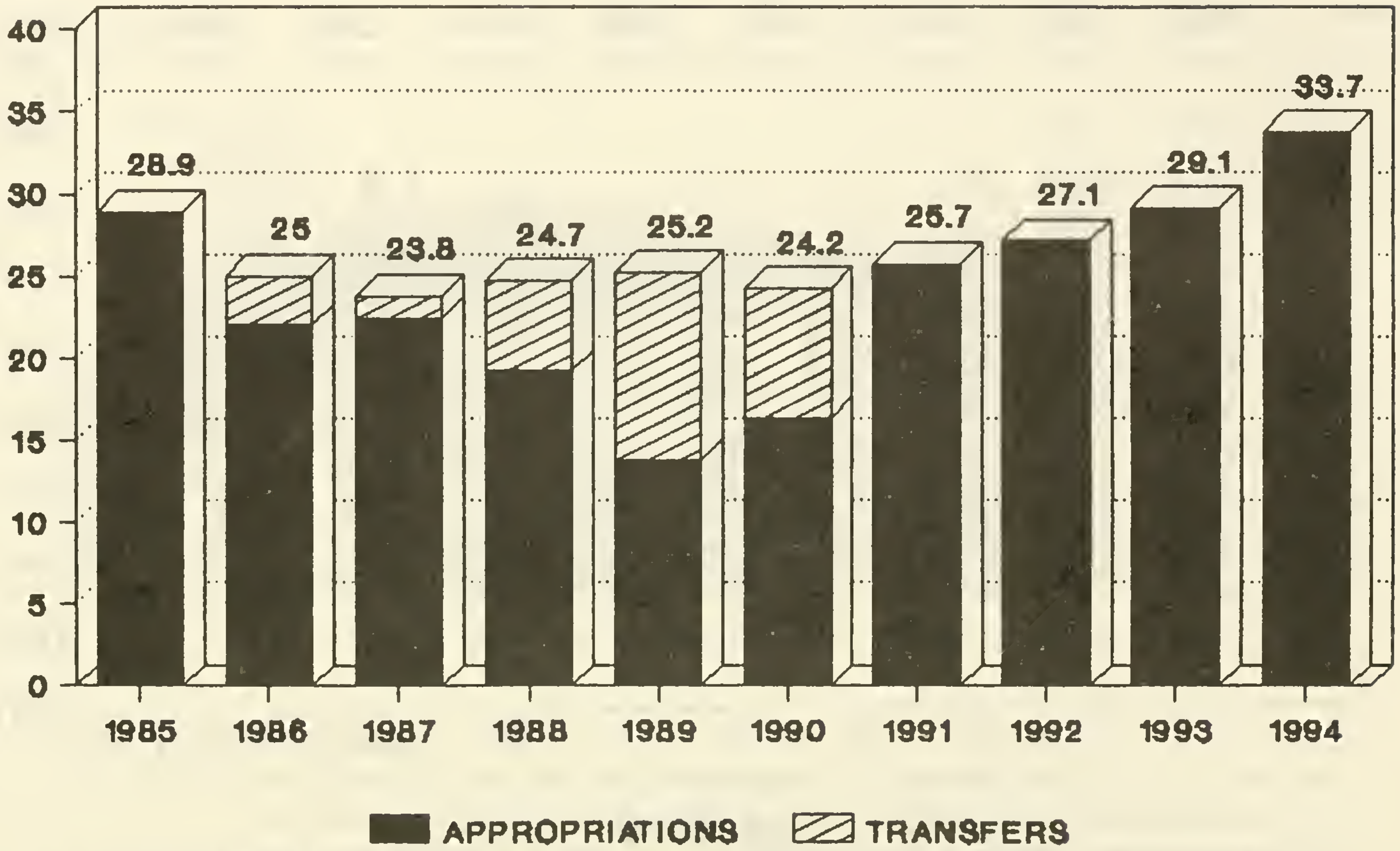
CONGRESSIONAL PRINTING AND BINDING

COMBINED



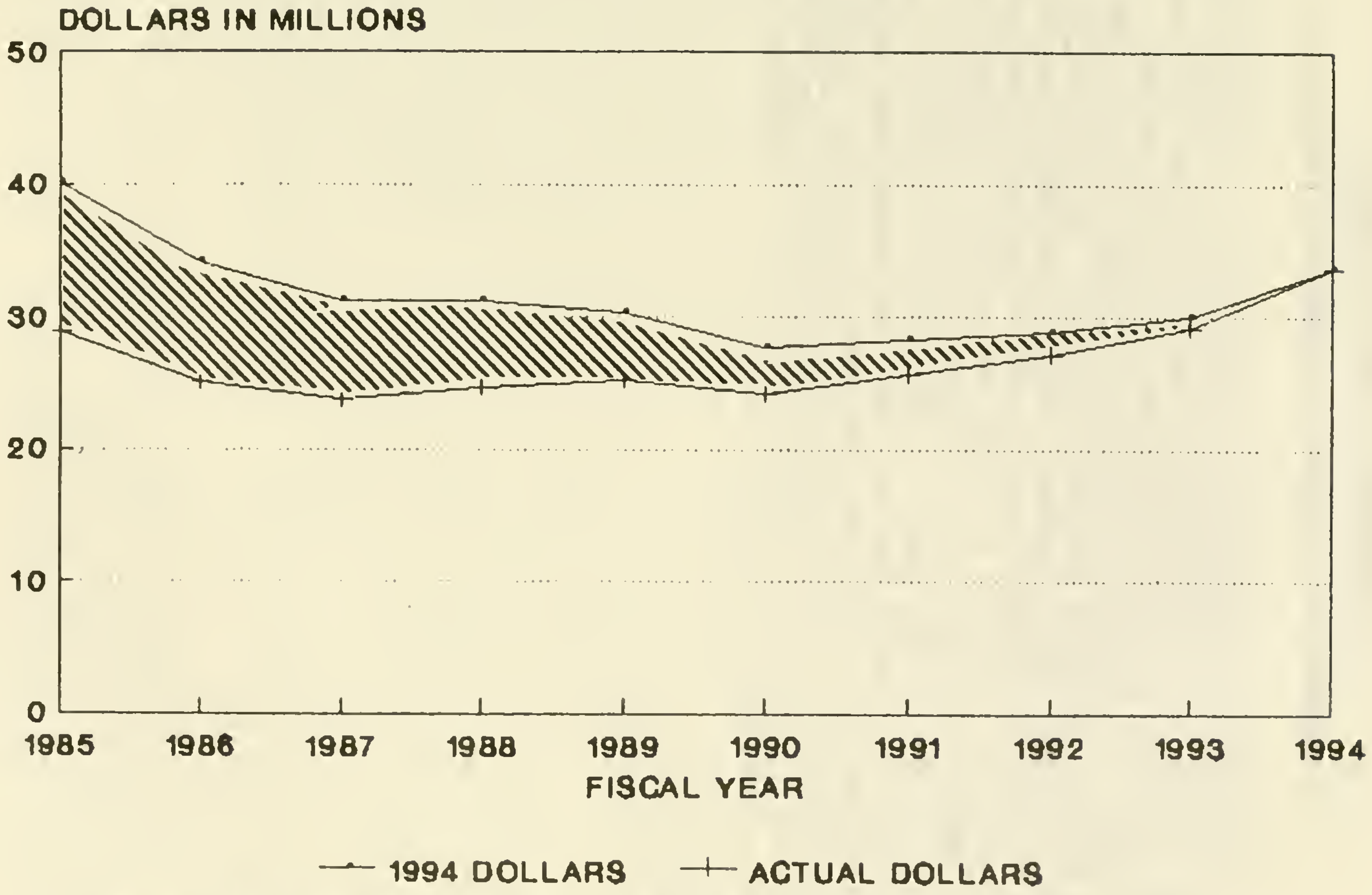
Note: For comparison purposes the Congressional Printing and Binding and the Printing and Binding Appropriations for fiscal years 1986 through 1987 are combined.

SALARIES AND EXPENSES
APPROPRIATIONS AND TRANSFERS
DOLLARS IN MILLIONS



NOTE: Includes funds transferred from the GPO Revolving Fund

SALARIES AND EXPENSES
APPROPRIATIONS AND TRANSFERS



Note: Includes funds transferred from the GPO Revolving Fund

GOVERNMENT PRINTING OFFICE

CONGRESSIONAL PRINTING AND BINDING APPROPRIATION

For authorized printing and binding for the Congress *and the distribution of Congressional information in any format*; printing and binding for the Architect of the Capitol; expenses necessary for preparing the semimonthly and session index to the Congressional Record, as authorized by law (44 U.S.C. 902); printing and binding of Government publications authorized by law to be distributed to Members of Congress; and printing, binding, and distribution of Government publications authorized by law to be distributed without charge to the recipient, [$89,591,000] *$95,000,000*: *Provided,* That this appropriation shall not be available for printing and binding part 2 of the annual report of the Secretary of Agriculture (known as the Yearbook of Agriculture) nor for copies of the permanent edition of the Congressional Record for individual Representatives, Resident Commissioners or Delegates authorized under 44 U.S.C. 906: *Provided further,* That this appropriation shall be available for the payment of obligations incurred under the appropriations for similar purposes for preceding fiscal years. (Congressional Operations Appropriations Act, 1993.)

SUMMARY OF APPROPRIATION ESTIMATES
CONGRESSIONAL PRINTING AND BINDING
FISCAL YEAR 1994

The estimates for Congressional Printing and Binding are to provide funds with which to pay for the cost of printing and binding required for the use of Congress; and for printing, binding, and distribution of Government publications authorized by law to be distributed without charge to the recipient.

The appropriation requested for Congressional Printing and Binding for fiscal year 1994 is $95,000,000. The fiscal year 1994 request includes $5,772,000 for the services of GPO printers detailed to Congressional committees. The requirements for the Congressional Printing and Binding Appropriation for fiscal year 1994 are described below by category.

A. Congressional Record Program. The proceedings of the Senate and House of Representatives are printed in the Congressional Record. Approximately 19,500 copies are printed daily of which about 13,460 copies are charged to the Congressional Printing and Binding Appropriation. About 6,010 of these copies are distributed for Congressional use as provided under 44 U.S.C. 906, while the remaining 7,450 copies are distributed without charge to correspondents, ex-Members, agencies, judges, and recipients designated by Members of Congress. The copies which are not charged to the Congressional Printing and Binding Appropriation, are delivered and charged to Government departments on requisitions and to the Superintendent of Documents for sale to subscribers. After the close of each session, the daily proceedings are consolidated, indexed, and about 530 sets are printed as the bound edition of the Congressional Record. About 142 of these sets are for Congressional use, while another 135 sets are distributed to departments and recipients other than Congress by law and charged to the Congressional Printing and Binding Appropriation. The remaining 253 sets are for public sale, departments, and depository libraries and are charged to the recipient as provided by law. An estimated 42,000 pages will be required in fiscal year 1994 and the cost will be approximately $24,897,000. This request includes $540,000 to complete the development of an electronic on-line Congressional Record.

B. Other Electronic Products. This item is to cover the costs associated with the development of electronic data bases of products other than the Congressional Record. The estimate for fiscal year 1994 is $727,000.

C. Miscellaneous publications. This item includes printed matter such as the Congressional Directory, Senate and House Journals, memorial addresses of Members, nominations, United States Code and supplements, serial sets, and publications not carrying a document or report number, such as laws, treaties, and similar publications. An estimated $4,863,000 will be required in fiscal year 1994 for approximately 43,000 pages.

D Miscellaneous printing and binding. This item includes letterheads, envelopes, blank paper, wall calendars, miscellaneous services, blank forms, and binding for both Houses. The estimate for fiscal year 1994 is $16,566,000 for about 220 million units.

E. Document envelopes and document franks. Document envelopes are furnished to Senators and Representatives for the mailing of speeches and documents. Franks are printed individually or in sheets with perforations and are furnished to Members for the mailing of documents. An estimated $1,041,000 will be needed in fiscal year 1994 for approximately 35.5 million envelopes and 2.5 million franks.

F. Business and committee calendars. This heading covers the printing of all House and Senate business and committee calendars, which list the actions on pending and completed legislation. An estimated $1,848,000 will be required in fiscal year 1994 for approximately 27,300 pages.

G. Bills, resolutions, and amendments. This heading covers the printing of bills, resolutions, and amendments in all forms, including the prints as introduced, referred, reported, and finally passed. The estimate for fiscal year 1994 is $10,710,000 for approximately 150,000 pages.

H. Committee reports. This item covers printed reports of congressional committees on pending legislation which carry a congressional number. An estimated $4,082,000 will be needed for about 50,000 pages in fiscal year 1994.

I. Documents. This heading includes all classes of Senate and House documents ordered printed by Congress which carry a congressional number, such as annual reports, engineers' reports, special reports made by Government departments in response to resolutions, supplemental and deficiency estimates of appropriations, etc. The estimate for fiscal year 1994 is $1,045,000 for about 22,000 pages.

J. Hearings. This item covers all hearings before Congressional committees. The estimate for fiscal year 1994 is $22,033,000 for approximately 585,000 pages.

K. Committee prints. This item includes publications printed for the internal use of committees on pending legislation. The estimate for fiscal year 1994 is $3,668,000 for 54,000 pages.

L. Preceding fiscal years' obligations. This item covers printing and binding ordered in fiscal years prior to fiscal year 1993 which exceeded available funding. The request for fiscal year 1994 is $3,500,000.

CONGRESSIONAL PRINTING AND BINDING APPROPRIATION
ESTIMATED REQUIREMENTS BY PRODUCT CATEGORY
(In thousands)

Category	1990	1991	1992	1993	1994
A. Congressional Record Publications:					
Daily Record	$15,436	$16,487	$19,793	$17,226	$20,198
Electronic On-Line Record	0	0	0	625	540
Bound Record (Current year)	975	1,026	1,002	1,064	1,000
Bound Record (Prior years)	0	0	2,001	0	0
Record Index	1,300	1,528	1,517	1,451	1,623
Record Index (Prior years)	0	0	2,050	0	0
Record Indexers	1,344	1,409	1,487	1,561	1,536
Subtotal	19,055	20,450	27,850	21,927	24,897
B. Other Electronic Products	0	0	0	0	727
C. Miscellaneous publications	2,839	4,410	4,545	5,802	4,863
D. Miscellaneous printing and binding	15,137	15,662	15,309	16,475	16,566
E. Document envelopes & franks	1,092	1,044	1,238	874	1,041
F. Business and committee calendars	1,745	1,409	2,443	1,703	1,848
G. Bills, resolutions, and amendments	10,315	12,165	13,123	10,361	10,710
H. Committee reports	4,076	4,829	5,272	3,821	4,082
I. Documents	1,387	1,550	1,424	1,102	1,045
J. Hearings	19,374	20,304	18,699	20,321	22,033
K. Committee prints	2,252	3,016	3,066	3,705	3,688
Subtotal, Current Yr	77,272	84,839	92,969	86,091	91,500
Deferred Bound Records	(975)	(1,026)	0	0	0
Adjusted Current Requirements	76,297	83,813	92,969	86,091	91,500
Preceding fiscal years' obligations	14,961	17,109	23,558	24,936	21,436
Total Requirements	91,258	100,922	116,527	111,027	112,936
Deferred Financing	(17,109)	(23,558)	(24,936)	(21,436)	(17,936)
Appropriation	74,149	77,364	91,591	89,591	95,000

RECAPITULATION OF FUNDS APPROPRIATED

	1990	1991	1992	1993	1994
Current year financing	74,149	77,364	88,591	86,091	91,500
Deferred Payments	0	0	3,000	3,500	3,500
Appropriation	74,149	77,364	91,591	89,591	95,000

SHORTFALL OR UNDERFUNDING

	1990	1991	1992	1993	1994
Deferred Financing Beginning Balance	$14,961	$17,109	$23,558	$24,936	$21,436
1990, Incremental Deferred Financing	2,148	0	0	0	0
1991, Incremental Deferred Financing	0	6,449	0	0	0
1992, Incremental Deferred Financing	0	0	4,378	0	0
Deferred Financing Funded Amount	0	0	(3,000)	(3,500)	(3,500)
Deferred Financing, End of Year	$17,109	$23,558	$24,936	$21,436	$17,936

REQUIREMENTS CASH FLOW ANALYSIS

	Prior Yr.	1990	1991	1992	1993	1994	CY Appro.
Payments From:							
1990	$4,796	$69,353	0	0	0	0	$74,149
1991	4,761	3,895	$68,708	0	0	0	77,364
1992	662	1,510	12,478	$76,941	0	0	91,591
1993	256	1,539	2,627	16,028	$69,141	0	89,591
1994	0	0	0	0	16,950	$78,050	95,000
1995	0	0	0	0	0	13,450	
Adjusted Current Requirements	$10,475	$76,297	$83,813	$92,969	$86,091	$91,500	
Current Year Payment Ratio		91%	82%	83%	80%	85%	

CONGRESSIONAL PRINTING AND BINDING APPROPRIATION
ESTIMATED COST PER UNIT BY PRODUCT CATEGORY

Category	Unit	1990	1991	1992	1993	1994
A. Congressional Record Publications:						
Daily Record 1/.............	Page........	$416.29	$448.08	$469.48	$465.57	$480.90
Bound Record...............	...do.......	25.00	27.00	28.00	28.00	28.90
Record Index................	...do.......	322.20	323.58	322.67	322.55	331.20
Record Indexers.............	Hours.......	36.20	37.00	37.17	37.17	38.40
B. Miscellaneous publications....	Page........	74.00	111.65	113.63	109.48	113.10
C. Misc. printing and binding....	1,000 items.	71.21	79.72	72.90	72.90	75.30
D. Document envelopes & franks...	1,000 items.	25.24	34.96	30.94	26.48	27.40
E. Business and comm. calendars..	Page........	66.42	67.92	65.49	65.49	67.70
F. Bills, resolutions, & amdts...	...do.......	85.92	87.96	69.07	69.07	71.40
G. Committee reports............	...do.......	89.15	77.15	76.41	76.41	81.64
H. Documents....................	...do.......	50.13	59.93	45.93	45.93	47.50
I. Hearings.....................	...do.......	26.38	29.48	35.28	35.28	37.66
J. Committee prints.............	...do.......	39.30	42.18	63.88	63.88	68.30
1/ Daily Record Direct Cost Per Page............		$236.13	$254.16	$270.00	$264.08	$272.78
Daily Record Per Page Cost in Mills..........		29.5	31.8	34.9	34.9	36.0

CONGRESSIONAL PRINTING AND BINDING APPROPRIATION
DETAILS TO CONGRESS
($'s in thousands)

	1990	1991	1992	1993	1994
Regular hours worked............................	131,084	133,894	128,443	127,625	128,016
Billings for regular hours worked...............	$3,704	$3,879	$3,725	$3,701	$4,646
Overtime hours worked...........................	23,903	25,358	22,904	22,375	21,984
Billings for overtime hours worked..............	$950	$1,037	$939	$917	$1,126
Total hours worked..............................	154,987	159,252	151,347	150,000	150,000
Billings for total hours worked.................	$4,654	$4,916	$4,664	$4,618	$5,772
Actual Cost of Details to Congress..............	$5,068	$5,458	$5,558	$5,498	$5,772
OT Hours/Regular Hours..........................	18%	19%	18%	18%	17%
OT Hours Billings/Regular Hours Billings........	26%	27%	25%	25%	24%
Billings/Total Hours............................	$30.03	$30.87	$30.82	$30.79	$38.48
Billings/Actual Cost 2/.........................	92%	90%	84%	84%	100%

2/ Actual costs include paid lunch, sick leave, annual leave, personnel benefits, and administrative overhead absorbed in revolving fund through use of the GPO Scale of Prices which has not been increased since January 1, 1990.

CONGRESSIONAL PRINTING AND BINDING APPROPRIATION - VOLUME INCREASE OR DECREASE

Category	Unit	1992 Total	Increase/(Decrease)		1993 Total	Increase/(Decrease)		1994 Total
			Quantity	Percent		Quantity	Percent	
A. Congressional Record Publications:								
Daily Record................	Page.............	42,160	(5,160)	(12.2)	37,000	5,000	13.5	42,000
Bound Record................	...do............	35,785	2,215	6.2	38,000	(3,400)	(8.9)	34,600
Record Index................	...do............	4,700	(200)	(4.3)	4,500	400	8.9	4,900
Record Indexers.............	Hours............	40,000	2,000	5.0	42,000	(2,000)	(4.8)	40,000
B. Miscellaneous publications....	Page.............	40,000	13,000	32.5	53,000	(10,000)	(18.9)	43,000
C. Misc. printing and binding....	1,000 items.......	210,000	16,000	7.6	226,000	(6,000)	(2.7)	220,000
D. Document envelopes and franks.	1,000 items.......	40,000	(7,000)	(17.5)	33,000	5,000	15.2	38,000
E. Business and comm. calendars..	Page.............	37,300	(11,300)	(30.3)	26,000	1,300	5.0	27,300
F. Bills, resolutions, & amdts...	...do............	190,000	(40,000)	(21.1)	150,000	0	0.0	150,000
G. Committee reports............	...do............	69,000	(19,000)	(27.5)	50,000	0	0.0	50,000
H. Documents....................	...do............	31,000	(7,000)	(22.6)	24,000	(2,000)	(8.3)	22,000
I. Hearings.....................	...do............	530,000	46,000	8.7	576,000	9,000	1.6	585,000
J. Committee prints.............	...do............	48,000	10,000	20.8	58,000	(4,000)	(6.9)	54,000

DETAILS TO CONGRESS, AS OF SEPTEMBER 30

	1991	1992
HOUSE COMMITTEES		
Agriculture	1	1
Appropriations	1	1
Armed Services	2	3
Banking, Finance, & Urban Affairs	2	2
Budget	1	0
District of Columbia	1	1
Education & Labor	1	1
Energy & Commerce	4	4
Foreign Affairs	1	2
Government Operations	2	2
Interior & Insular Affairs	3	0
Judiciary	2	2
Merchant Marine & Fisheries	2	2
Post Office & Civil Service	1	1
Rules	1	1
Science & Technology	2	2
Small Business	2	2
Ways and Means	2	2
Select Committee on Aging	2	1
Select Committee on Children, Youth, and Families	1	1
Select Committee on Hunger	1	1
Select Committee on Narcotics Abuse & Control	1	1
Commission on Security & Cooperation in Europe	2	1
Total House Committees	38	34
JOINT COMMITTEES		
Joint Committee on Printing	1	0
Total Joint Committees	1	0
MISCELLANEOUS		
Clerk of House of Representatives	3	3
House Legislative Counsel	4	2
Congressional Service Center (CRS)	1	1
Secretary of the Senate	2	2
Senate Legislative Counsel	4	3
Speaker of the House	1	2
Total Miscellaneous	15	13

DETAILS TO CONGRESS - Continued

	1991	1992
SENATE COMMITTEES		
Agriculture, Nutrition, & Forestry	1	1
Appropriations	4	4
Armed Services	1	1
Banking, Housing, & Urban Affairs	1	2
Budget	2	2
Energy	1	1
Environment & Public Works	1	1
Finance	3	3
Foreign Relations	2	2
Governmental Affairs	2	3
Judiciary	3	3
Labor & Human Resources	1	1
Republican Policy	1	1
Veterans' Affairs	1	1
Select Committee on Indian Affairs	1	1
Special Committee on Aging	1	1
Total Senate Committees	26	28
Grand Total	80	75
SUMMARY		
House Committees	38	34
Joint Committees	1	0
Miscellaneous	15	13
Senate Committees	26	28
Total	80	75

	1992	1993 (est.)	1994 (est.)
Full-time equivalents (FTE's)	72	72	72
Total billings (millions)	$4.7	$4.6	$5.8
Billings per FTE	$64,800	$64,200	$80,200
Cost per FTE	$77,200	$76,400	$80,200

Schedule A

Congressional Printing And Binding Appropriation
By Object Class
(In thousands)

Object Class	1992 Actual	1993 Actual	1994 Estimate	Net Change 93/94
24 Printing & Reproduction	$91,591	$89,591	$95,000	5,409

Schedule B

Congressional Printing And Binding Appropriation
Analysis Of Change to Budget Base
(In thousands)

Object Class	Price Level Changes	Program Type Changes	Total Changes
24 Printing & Reproduction	$3,824	$1,585	$5,409

Schedule C Congressional Printing And Binding Appropriation
Detailed Analysis Of Change

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
Base, 1993	---	89,591
	1994 REQUEST	
	STAFF	AMOUNT ($000)
I. Adjustments To Base		
A. Price Level Changes		3,824
1. Daily Congressional Record	---	644
2. Bound Congressional Record	---	31
3. Congressional Record Index	---	42
4. Congressional Record Indexers	---	49
5. Miscellaneous Publications	---	156
6. Miscellaneous Printing & Binding	---	528
7. Documents Envelopes & Franks	---	35
8. Business & Committee Calendars	---	60
9. Bills, Res., & Amdts.	---	350
10. Committee Reports	---	262
11. Documents	---	35
12. Hearings	---	1,394
13. Committee Prints	---	238
B. Program Type Changes		
1. Workload	---	1,585
a. Daily Congressional Record	---	2,328
b. Electronic on-Line Record	---	(85)
c. Bound Congressional Record	---	(95)
d. Congressional Record Index	---	129
e. Congressional Record Indexers	---	(74)
f. Other Electronic Products	---	727
g. Miscellaneous Publications	---	(1,095)
h. Miscellaneous Printing & Binding	---	(437)
i. Document Envelopes & Franks	---	132
j. Business and Committee Calenders	---	85
k. Documents	---	(92)
l. Hearings	---	318
m. Committee Prints	---	(256)
II. Net Increase Requested	---	5,409
III. Appropriation, 1994	---	95,000

CONGRESSIONAL PRINTING AND BINDING

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C

A. PRICE LEVEL CHANGES (RATES)	Staff	Amount ($000)
1 - 13 (+4.4%) Unit Rate increased over 1993 to provide for recovery of current services including full cost recovery for Details to Congress.	---	3,824
B. PROGRAM TYPE CHANGES		
1. Workload (Volume)		
1a. Daily Congressional Record This 13.5-percent increase is computed based on historial data with least squares analysis.	---	2,328
1b. Electronic On-Line Record This request is to provide funding for the development of Congressional Record electronic formats to facilitate information dissemination.	---	(85)
1c. Bound Congressional Record This 8.9-percent decrease is computed based on historial data with least squares analysis.	---	(95)
1d. Congressional Record Index This 8.9-percent increase is computed based on historial data with least squares analysis.	---	129
1e. Record Indexers This request is a 4.8-percent decrease from the previous year's estimated requirements.	---	(74)
1f. Other Electronic Products This requirement is needed to provide financing for the development of Electronic Products other than the Congressional Record.	---	727
1g. Miscellaneous Publications This 18.9-percent decrease is computed based on historial data with least squares analysis.	---	(1,095)
1h. Miscellaneous Printing & Binding This 2.9-percent decrease is computed based on historial data with least squares analysis.	---	(437)
1i. Document Envelopes & Franks This 15.2-percent increase is computed based on historial data with least squares analysis.	---	132
1j. Business & Committee Calendars This 9.2-percent increase is computed based on historial data with least squares analysis.	---	85

CONGRESSIONAL PRINTING AND BINDING

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C - Continued

B. PROGRAM TYPE CHANGES - Continued	Staff	Amount ($000)
1. Workload (Volume) - Continued		
1k. Documents This 8.3-percent decrease is computed based on historial data with least squares analysis.	---	(92)
1l. Hearings This 1.2-percent increase is computed based on historial data with least squares analysis.	---	318
1m. Committee Prints This 6.9-percent decrease is computed based on historial data with least squares analysis.	---	(256)

Schedule D

Congressional Printing And Binding Appropriation
Summary of Agency Request
FY 1994 Budget Request

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
Base, 1993	---	89,591
Proposed Changes for FY 1994		
Price Level Changes	---	3,824
Program Type Changes		
Workload	---	1,585
Total Proposed Changes	---	5,409
FY 1994 Appropriation	---	95,000

SUMMARY OF PUBLICATIONS BOUND FOR THE SENATE AND HOUSE FISCAL YEAR 1990, 1991, and 1992

	Number of Volumes Bound			Amount billed to Congressional Printing and Binding Appropriation		
Senate Committees	1990	1991	1992	1990	1991	1992
Agriculture, Nutrition, & Forestry..	134	0	0	$14,009	0	0
Appropriations......................	246	128	0	39,135	$22,083	0
Armed Services......................	2	130	16	248	31,299	$4,847
Budget..............................	20	0	0	4,082	0	0
Commerce, Science, & Transportation.	32	0	17	3,806	0	3,707
Democratic Policy...................	6	1	0	550	298	0
Energy & Natural Resources..........	36	23	17	6,264	4,935	5,126
Environment & Public Works..........	4	64	0	404	14,003	0
Finance.............................	0	0	39	0	0	10,505
Foreign Relations...................	77	189	5	13,399	36,044	863
Governmental Affairs................	0	100	0	0	20,437	0
Labor & Human Resources.............	0	9	105	0	2,264	32,487
Rules & Administration..............	6	0	9	748	0	1,877
Select Committee on Ethics..........	0	0	15	0	0	3,184
Select Committee on Indian Affairs..	0	36	0	0	7,756	0
Special Committee on Aging..........	0	95	0	0	15,023	0
Total for Senate Committees.......	563	775	223	$82,645	$154,142	$62,596
Total Senate Members..................	0	54	0	0	7,830	0
Total Senate......................	563	829	223	$82,645	$161,972	$62,596
House Committees						
Administration......................	13	11	0	$1,219	$982	0
Agriculture.........................	223	16	208	21,022	2,337	$26,725
Appropriations......................	227	173	206	42,184	29,782	44,823
Armed Services......................	19	39	24	3,375	12,825	5,670
Banking, Finance, & Urban Affairs...	6	1,254	0	656	144,245	0
Budget..............................	27	247	0	2,225	30,642	0
Commission on Congressional Mailing Standards.........................	2	0	0	215	0	0
Commission on Security & Cooperation in Europe.........................	6	5	0	653	1,021	0
District of Columbia................	0	1	39	0	197	7,073
Education & Labor...................	48	328	0	6,535	59,235	0
Energy & Commerce...................	128	100	59	16,092	22,302	11,895
Foreign Affairs.....................	463	0	320	61,808	0	34,729
Government Operations...............	157	0	0	21,386	0	0
Interior & Insular Affairs..........	75	34	67	10,108	12,270	11,170
Judiciary...........................	97	56	204	10,954	9,807	36,629
Merchant Marine & Fisheries.........	15	76	0	1,516	17,291	0
Post Office & Civil Service.........	0	6	145	0	1,376	20,312
Public Works & Transportation.......	0	22	24	0	6,420	4,258
Rules...............................	0	0	22	0	0	4,395
Science & Technology................	690	1	953	114,242	200	106,767
Select Committee on Aging...........	38	0	40	4,813	0	6,691
Select Committee on Children, Youth, & Families........................	72	0	72	7,570	0	10,904
Select Committee on Hunger..........	0	0	45	0	0	6,247
Select Committee on Intelligence....	0	1	0	0	272	0
Select Committee on Narcotics Abuse.	0	0	34	0	0	4,783
Small Business......................	420	0	364	39,023	0	39,103
Veterans' Affairs...................	61	64	0	7,084	16,777	0
Ways & Means........................	309	172	11	45,919	30,793	1,480
Total for House Committees........	3,096	2,606	2,837	$418,599	$398,774	$383,654
Total House Members...................	80	26	32	10,508	4,307	4,299
Total House of Representatives....	3,176	2,632	2,869	$429,107	$403,081	$387,953
TOTAL, CONGRESS.......................	3,739	3,461	3,092	$511,752	$565,053	$450,549

Congressional Billings For Committees By Category
FY 1992, as of October 31, 1992

Page 1 of 3

Committee	Daily Cong. Rec.	Record Index	Record Indexers	Misc. Pubs.	Misc. P&B	Details	Doc. Envs.	Doc. Franks	Calendars	Bills	Reports	Documents	Hearings	Committee Prints	TOTAL
House															
House	7,397,833	629,092	---	30,886	2,011,231	66,114	69,896	5,744	1,574,654	228,671	408,035	2,744	12,120	---	12,437,020
Clerk of House	---	---	---	149,137	294,767	118,166	---	---	---	---	---	50,480	1,236	---	613,786
House Members	---	---	---	1,511	13,401	---	885,631	86,118	---	---	---	5,201	---	---	991,862
H. Agriculture	---	---	---	12,868	---	40,588	---	---	6,593	4,825	---	---	262,690	25,774	353,338
H. Appropriations	---	---	---	14,162	51,309	47,374	---	---	---	66,423	21,117	---	2,667,655	220,016	3,088,056
H. Armed Services	---	---	---	---	8,653	162,958	---	---	19,496	6,330	---	368	142,103	72,833	412,741
H. Banking	---	---	---	---	1,232	111,065	---	---	10,070	---	---	---	292,984	47,576	462,927
H. D.C.	---	---	---	---	4,260	46,973	---	---	3,516	---	---	---	5,003	---	59,752
H. Education & Labor	---	---	---	222,034	23,064	51,805	---	---	25,669	4,774	---	---	213,857	15,766	556,969
H. Foreign Affairs	---	---	---	18,391	10,214	97,635	---	---	6,539	---	---	---	294,410	96,181	523,370
H. Gov't Opers.	---	---	---	1,955	1,546	123,825	---	---	18,075	---	---	---	280,499	25,870	451,770
H. Administration	---	---	---	75,586	16,602	---	---	---	6,626	---	---	---	13,117	41	111,972
H. Interior	---	---	---	46,844	6,445	167,731	---	---	9,097	5,215	---	---	382,574	68,935	686,841
H. Energy & Comm.	---	---	---	117,423	2,150	211,839	---	---	12,794	29,688	---	---	655,083	365	1,029,342
H. Judiciary	---	---	---	4,212	23,495	149,364	---	---	23,618	---	---	---	153,351	18,955	372,995
H. Merchant Marine	---	---	---	2,621	6,971	88,496	---	---	10,524	---	---	---	202,308	---	310,920
H. Post Office	---	---	---	7,980	4,861	48,814	---	---	23,284	---	---	---	134,493	21,051	240,483
H. Public Works	---	---	---	62,101	10,006	---	---	---	---	34,680	---	---	477,381	39,750	623,918
H. Rules	---	---	---	13,207	---	49,264	---	---	5,387	75,418	31	---	---	---	143,307
H. Science	---	---	---	1,394	4,160	149,305	---	---	6,547	7,549	---	---	535,595	46,627	751,177
H. Veteran's Affairs	---	---	---	---	1,110	---	---	---	6,874	---	49	---	60,908	9,088	78,029
H. Ways & Means	---	---	---	27,834	3,787	94,333	---	---	17,139	6,231	392	525	595,082	300,186	1,045,509
H. Small Business	---	---	---	---	41,539	110,990	---	---	---	1,702	---	---	112,206	---	266,437
H. Helsinki Commission	---	---	---	90,565	480	54,744	---	---	---	---	---	---	20,103	8,641	174,533
H. Offical Conduct	---	---	---	86,524	28,145	---	---	---	---	---	---	---	---	670	115,339
H. Mailing Standards	---	---	---	---	930	7,569	---	---	---	---	---	---	---	---	8,499
H. Budget	---	---	---	27,278	1,515	29,988	---	---	---	---	---	1,362	105,568	24,679	190,390
H. Aging	---	---	---	---	1,288	66,036	---	---	---	---	---	---	155,848	54,692	277,864
H. Legislative Counsel	---	---	---	---	3,887	135,324	---	---	---	---	---	---	---	---	139,211
H. Hunger	---	---	---	774	8,825	48,796	---	---	---	---	---	---	66,939	---	125,334
H. Intelligence	---	---	---	---	515	---	---	---	---	---	---	---	---	---	515
H. Narc. Abuse & Con.	---	---	---	---	1,972	47,355	---	---	---	---	---	---	47,363	3,731	100,421
H. Children, Youth	---	---	---	---	25	49,397	---	---	---	---	---	---	62,736	18,072	130,230
Total, House	7,397,833	629,092	0	1,015,287	2,588,385	2,375,848	955,527	91,862	1,786,502	471,506	429,624	60,680	7,953,212	1,119,499	26,874,857

Congressional Billings For Committees By Category - Continued
FY 1992, as of October 31, 1992

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Committee	Daily Cong. Rec.	Record Index	Record Indexers	Misc. Pubs.	Misc. P&B	Details	Doc. Envs.	Doc. Franks	Calendars	Bills	Reports	Documents	Hearings	Committee Prints	TOTAL
Senate															
Senate	9,734,778	759,372	---	44,893	1,308,544	---	13,904	3,100	338,307	72,485	122,413	113,945	294	420	12,712,455
Secretary of Senate	---	---	---	49,812	206,589	109,874	---	---	---	---	---	46,303	1,459	---	414,037
Senate Members	---	---	---	1,598	24,521	---	74,216	2,113	---	315	---	---	---	---	102,763
S. Agriculture	---	---	---	---	5,173	53,275	---	---	---	---	---	---	31,211	---	89,659
S. Appropriations	---	---	---	465	16,775	273,059	---	---	---	56,563	2,704	1,022	219,746	60,037	630,371
S. Armed Services	---	---	---	1,221	15,818	54,357	---	---	---	---	---	---	38,865	5,855	116,116
S. Banking	---	---	---	---	5,861	79,694	---	---	---	---	---	---	353,346	2,788	441,689
S. Commerce	---	---	---	1,472	7,089	---	---	---	5,881	826	---	---	87,903	147	103,318
S. Cent Amer Negotiat	---	---	---	---	---	---	---	---	---	---	---	---	---	---	0
S. Finance	---	---	---	1,272	1,587	207,820	---	---	---	---	---	---	190,331	36,120	437,130
S. Foreign Relations	---	---	---	---	5,391	109,617	---	---	6,724	---	294	98	138,849	64,678	325,651
S. Gov't Affairs	---	---	---	---	1,151	104,401	---	---	---	---	60	---	249,379	28,692	383,683
S. Energy	---	---	---	14,631	5,380	46,886	---	---	17,028	---	---	---	197,155	2,164	283,244
S. Judiciary	---	---	---	---	3,553	167,294	---	---	7,310	---	---	---	365,896	38,378	582,431
S. Labor	---	---	---	---	11,139	35,956	---	---	---	---	---	---	117,719	554	165,368
S. Environment	---	---	---	683	6,196	44,911	---	---	4,528	---	---	---	57,628	3,313	117,259
S. Rules	---	---	---	---	2,860	1,251	---	---	2,709	---	---	6,830	---	---	13,650
S. Democratic Policy	---	---	---	20,076	3,568	---	---	---	---	---	---	25	---	---	23,669
S. Republican Policy	---	---	---	26,202	5,320	49,466	---	---	---	---	---	---	---	6,284	87,272
S. Small Business	---	---	---	---	1,602	218	---	---	---	---	---	---	71,596	---	73,416
S. Aging	---	---	---	---	1,038	49,322	---	---	---	---	5,137	---	88,400	53,692	197,589
S. Ethics	---	---	---	21,249	3,127	---	---	---	---	---	---	---	---	---	24,376
S. Impeachment	---	---	---	---	---	---	---	---	---	---	---	---	---	---	0
S. US Bipartisan Comm.	---	---	---	---	480	---	---	---	---	---	---	---	---	---	480
S. Veterans' Affairs	---	---	---	---	3,451	37,659	---	---	---	---	---	---	39,284	5,537	85,931
S. Legislative Counsel	---	---	---	---	279,544	243,259	---	---	---	---	---	---	---	---	522,803
S. Sergeant at Arms	---	---	---	78,039	1,630,564	---	---	---	---	---	---	---	---	---	1,708,603
S. Budget	---	---	---	---	2,365	95,515	---	---	---	---	---	1,362	105,534	7,375	212,151
S. Intelligence	---	---	---	---	1,939	---	---	---	---	---	---	---	---	---	1,939
S. Indian Affairs	---	---	---	---	4,296	59,161	---	---	---	---	---	---	87,995	13,583	165,035
S. Fair Empl. Practice	---	---	---	---	2,656	---	---	---	---	---	---	---	---	---	2,656
S. POW/MIA	---	---	---	551	2,072	---	---	---	---	---	---	---	105,383	2,458	110,464
Total, Senate	9,734,778	759,372	0	262,164	3,569,649	1,822,995	88,120	5,213	582,487	130,189	130,608	169,585	2,547,973	332,075	20,135,208

Congressional Billings For Committees By Category - Continued
FY 1992, as of October 31, 1992

Committee	Daily Cong. Rec.	Record Index	Record Indexers	Misc. Pubs.	Misc. P&B	Details	Doc. Envs.	Doc. Franks	Calendars	Bills	Reports	Documents	Hearings	Committee Prints	TOTAL
Joint Committees															
Joint Com. on Printing	---	---	---	48,678	81,124	43,824	9,338	---	---	---	---	8,382	7,252	31	198,629
Joint Economic	---	---	---	77,707	6,552	---	---	---	---	---	---	1,022	91,624	6,067	182,972
Joint Taxation	---	---	---	22,618	17,858	---	---	---	---	---	---	---	---	76,534	117,010
Library of Congress	---	---	---	---	---	---	---	---	---	---	---	---	---	2,726	2,726
Total, Joint Comm.	0	0	0	149,003	105,534	43,824	9,338	0	0	0	0	9,404	98,876	85,358	501,337
Miscellaneous															
Bylaw	70	---	1,343,418	703,686	7,516,339	45,638	---	---	15,544	11,623,116	3,790,268	937,721	---	1,062	25,976,862
Architect of Capitol	---	---	---	22,257	128,095	---	257	---	---	---	---	144	---	---	150,753
Bicentennial Comm.	---	---	---	---	---	---	---	---	---	---	---	---	---	---	0
US $ Caucus on Intna'l	---	---	---	---	---	---	---	---	---	---	---	---	---	---	0
Total, Miscellaneous	70	0	1,343,418	725,943	7,644,434	45,638	257	0	15,544	11,623,116	3,790,268	937,865	0	1,062	26,127,615
TOTALS	17,132,681	1,388,464	1,343,418	2,152,397	13,908,002	4,288,305	1,053,242	97,075	2,384,533	12,224,811	4,350,500	1,177,534	10,600,061	1,537,994	73,639,017

Summary Status of FY 1992 Appropriation:

Appropriation..........................	89,341,000
Advance Appropriation..................	2,250,000
Funds to be Accounted For..............	91,591,000
Payments for current year...........	73,639,017
Payments for prior years............	14,649,939
Total Disbursements....................	88,288,956
Balance	3,302,044

GOVERNMENT PRINTING OFFICE
Congressional Printing and Binding

Program and Financing (in thousands of dollars)

Identification code 04-0203-0-1-801		1992 actual	1993 est.	1994 est.
	Program by activities:			
10.00	Total obligations (object class 24.0)	91,591	89,591	95,000
	Financing:			
39.00	**Budget authority**	**91,591**	**89,591**	**95,000**
	Budget authority:			
	Current:			
40.00	Appropriation	89,341	89,591	95,000
	Permanent:			
65.00	**Advance appropriation**	**2,250**		
	Relation of obligations to outlays:			
71.00	Total obligations	91,591	89,591	95,000
72.40	Obligated balance, start of year	2,352	8,363	8,063
74.40	Obligated balance, end of year	−8,363	−8,063	−8,550
77.00	Adjustments in expired accounts			
90.00	Outlays	85,580	89,891	94,513

[Clerk's note.—The Program and Finance and Object Class tables reflect the budget justifications as submitted to the Subcommittee. Please check Appendix to the President's FY94 Budget for any changes that may be made subsequent to the January 1993 submission to the Subcommittee.]

GOVERNMENT PRINTING OFFICE

OFFICE OF SUPERINTENDENT OF DOCUMENTS
SALARIES AND EXPENSES

For expenses of the Office of Superintendent of Documents necessary to provide for the cataloging and indexing of Government publications and their distribution to the public, Members of Congress, other Government agencies, and designated depository and international exchange libraries as authorized by law, [$29,082,000] *$33,707,000*: *Provided*, That travel expenses, including travel expenses of the Depository Library Council to the Public Printer, shall not exceed [$120,000] *$130,000*: *Provided further*, That funds, not to exceed $2,000,000, from current year appropriations are authorized for producing and disseminating Congressional Serial Sets and other related Congressional/non-Congressional publications for [1989 and 1990] *1991 and 1992* to depository and other designated libraries. (Legislative Branch Appropriations Act, 1993.)

SUMMARY OF APPROPRIATION ESTIMATES
SALARIES AND EXPENSES
FISCAL YEAR 1994

The Office of the Superintendent of Documents operates under a separate appropriation which provides funds for: (1) the compilation of catalogs and indexes of Government publications; (2) the mailing for Members of Congress and other Government agencies of certain Government publications, as authorized by law; (3) the distribution of Government publications to designated depository libraries; and (4) the distribution of Government publications to the International Exchange Program. These four functions are related to the publication activity of other agencies and to the demands of the public, Members of Congress, and depository libraries. Consequently, the Office of the Superintendent of Documents can exercise little control over the volume of work which it may be called upon to perform. A description of these four functions follows:

Cataloging and indexing. The Office of the Superintendent of Documents is charged with preparing catalogs and indexes of all publications issued by the Federal Government. The principal publication is the "Monthly Catalog of U.S. Government Publications."

Bylaw Distribution for other Government agencies and Members of Congress. The Office of the Superintendent of Documents maintains mailing lists and mails, at the request of Government agencies and Members of Congress, certain publications specified by public law.

Depository library distribution. As required, Government publications are supplied to libraries which are designated as depositories for Government publications including cost-effective methods of electronic dissemination to depository libraries.

International exchange. The Office of the Superintendent of Documents distributes Government publications to foreign governments which agree, as indicated by the Library of Congress, to send to the United States similar publications of their governments for delivery to the Library of Congress.

Schedule A

Office of Superintendent of Documents
Salaries and Expenses
Summary
By Program and By Object Class

CATEGORIES	1992 ACTUAL		FY 93 ESTIMATE		FY 94 ESTIMATE		TOTAL CHANGES 93/94	
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Program:								
By-Law Distribution	3	741	6	836	6	866	---	30
Cataloging and Indexing	40	2,601	38	2,442	38	2,956	---	514
Depository Library Distribution	94	22,986	95	25,027	95	29,070	---	4,043
International Exchange	2	754	3	777	3	815	---	38
Appropriation	139	27,082	142	29,082	142	33,707	---	4,625
2. Breakdown by Object Class:								
11 Personnel Compensation	139	4,527	142	4,827	142	5,018	---	191
12 Personnel Benefits	---	821	---	829	---	881	---	52
21 Travel	---	66	---	120	---	130	---	10
22 Transportation of Things	---	694	---	704	---	704	---	0
23 Rent, Communications, and Utilities	---	2,567	---	2,124	---	2,205	---	81
24 Printing and Reproduction	---	14,197	---	16,102	---	19,548	---	3,446
25 Other Services	---	3,799	---	4,041	---	4,946	---	905
26 Supplies and Materials	---	411	---	335	---	275	---	(60)
Total	139	27,082	142	29,082	142	33,707	---	4,625

Schedule B

Office of Superintendent of Documents
Salaries and Expenses
Analysis of Change to Budget Base
By Program and By Object Class

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIP., ALTS., MAINT., REPAIRS			
CATEGORIES	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Program:												
By-Law Distribution	---	9	---	14	---	0	---	7	---	0	---	30
Cataloging and Indexing	---	91	---	50	---	0	---	373	---	0	---	514
Depository Library Distribution	---	137	---	784	---	0	---	3,115	---	7	---	4,043
International Exchange	---	6	---	27	---	0	---	5	---	0	---	38
Total	---	243	---	875	---	0	---	3,500	---	7	---	4,623
2. Breakdown By Object Class:												
11 Personnel Compensation	---	191	---	0	---	0	---	0	---	0	---	191
12 Personnel Benefits	---	52	---	0	---	0	---	0	---	0	---	52
21 Travel	---	0	---	0	---	0	---	10	---	0	---	10
22 Transportation of Things	---	0	---	1	---	0	---	(1)	---	0	---	0
23 Rent, Communications, & Utilities	---	0	---	12	---	0	---	69	---	0	---	81
24 Printing and Reproduction	---	0	---	663	---	0	---	2,783	---	0	---	3,446
25 Other Services	---	0	---	188	---	0	---	710	---	7	---	905
26 Supplies and Materials	---	0	---	11	---	0	---	(71)	---	0	---	(60)
Total	---	243	---	875	---	0	---	3,500	---	7	---	4,625

Schedule C

Office of Superintendent of Documents
Salaries and Expenses
Summary
Detailed Analysis of Changes

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
Base, 1993	142	29,082
	1994 REQUEST	
I. Adjustments to Base	STAFF	AMOUNT ($000)
A. Mandatory Pay and Related Costs	---	243
1. Current Services Increases	---	196
2. Within-grade Increases/Promotions	---	47
B. Price Level Changes	---	875
1. Travel & Transportation	---	1
2. Rents, Communications & Utilities	---	12
3. Depository Printing	---	631
4. Other Printing	---	32
5. Computer Service Charges	---	11
6. Other Contractual Services	---	83
7. Administrative Support Services	---	94
8. Supplies and Materials	---	11
C. Program Type Changes		
1. Legislation	---	0
2. Workload	---	3,500
a. Travel and Transportation	---	9
b. Rents, Communication and Utilities	---	(5)
c. Postage	---	74
d. Depository Printing	---	2,832
e. Other Printing	---	(49)
f. Computer Service Charges	---	60
g. Other Contractual Services	---	650
h. Supplies and Materials	---	(71)
3. Equipment, Alterations, Repairs, Etc.	---	7
II. Net Increase From 1993 Appropriation	---	4,625
III. Total Appropriation, 1994	142	33,707

SALARIES AND EXPENSES APPROPRIATION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C		
A. MANDATORY CHANGES	Staff	Amount ($000)
1. Annualized effect of a current services increase for FY 1994.	---	196
2. Within-grade Increases/Promotions to be granted during FY 1993.	---	47
B. PRICE LEVEL CHANGES	Staff	Amount ($000)
A 3%-4% increase is projected, except for postage and contractual mail services.	---	875
C. PROGRAM TYPE CHANGES	Staff	Amount ($000)
1. Legislation	---	0
2. Workload	---	3,500
2a. Travel and Transportation A $10,000 increase in travel for participants to the Depository Library Council is offset by $1,000 decrease in transportation.	---	9
2b. Rents, Communications and Utilities The decrease is attributable to a reduction in rental of commercial office property.	---	(5)
2c. Postage The increase is in Depository and Administrative postage.	---	74
2d. Depository Printing The increase is for producing and disseminating Congressional Serial Sets and other related publications for 1991 and 1992; for conversion to microfiche of the Bound Congressional Record for years 1985 to 1993; and for providing publications for new depositories.	---	2,832
2e. Other Printing Decreases are projected for Catalogs and Indexes and administrative printing.	---	(49)

SALARIES AND EXPENSES APPROPRIATION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C - Continued

C. PROGRAM TYPE CHANGES - Continued	Staff	Amount ($000)
2. Workload - Continued		
2f. Computer Service Charges An increase is expected to result from the development of greater electronic workload capacity.	---	60
2g. Other Contractual Services There will be increases in cataloging service charges and administrative support activities.	---	650
2h. Supplies and Materials The decreases are primarily from reduced procurement of microcomputer equipment.	---	(71)
3. Equipment, Alterations, Repairs, Etc.	---	---
3a. Engineering Service Charges A limited increase in maintenance requirements is anticipated.	---	7

Schedule D

Office of Superintendent of Documents
Salaries and Expenses
Summary of Request
FY 1993 Budget Request

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
Appropriation, 1993	142	29,082
Proposed Changes for FY 1994		
Mandatory Pay and Related Costs	---	243
Price Level Changes	---	875
Program Type Changes		
Legislation	---	0
Workload	---	3,500
Equipment, Alterations, Repairs, etc.	---	7
Total Proposed Changes	---	4,625
FY 1994 Appropriation	142	33,707

Schedule A

Office of Superintendent of Documents
Salaries and Expenses
By-Law Distribution
By Object Class

CATEGORIES	1992 ACTUAL		FY 93 ESTIMATE		FY 94 ESTIMATE		TOTAL CHANGES 93/94	
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Program:								
By-Law Distribution	3	741	6	836	6	866	---	30
2. Breakdown by Object Class:								
11 Personnel Compensation	3	91	6	173	6	180	---	7
12 Personnel Benefits	---	16	---	29	---	31	---	2
21 Travel	---	0	---	0	---	0	---	0
22 Transportation of Things	---	1	---	16	---	16	---	0
23 Rent, Communications, and Utilities	---	528	---	447	---	447	---	0
24 Printing and Reproduction	---	32	---	24	---	23	---	(1)
25 Other Services	---	53	---	124	---	148	---	24
26 Supplies and Materials	---	20	---	23	---	21	---	(2)
Total	3	741	6	836	6	866	---	30

Schedule B

Office of Superintendent of Documents
By-Law Distribution
Analysis of Change to Budget Base
By Program and By Object Class

CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIP., ALTS., MAINT., REPAIRS			
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Program:												
By-Law Distribution	---	9	---	14	---	0	---	7	---	0	---	30
2. Breakdown By Object Class:												
11 Personnel Compensation	---	7	---	0	---	0	---	0	---	0	---	7
12 Personnel Benefits	---	2	---	0	---	0	---	0	---	0	---	2
21 Travel	---	0	---	0	---	0	---	0	---	0	---	0
22 Transportation of Things	---	0	---	1	---	0	---	(1)	---	0	---	0
23 Rent, Communications, & Utilities	---	0	---	6	---	0	---	(6)	---	0	---	0
24 Printing and Reproduction	---	0	---	0	---	0	---	(1)	---	0	---	(1)
25 Other Services	---	0	---	6	---	0	---	18	---	0	---	24
26 Supplies and Materials	---	0	---	1	---	0	---	(3)	---	0	---	(2)
Total	---	9	---	14	---	0	---	7	---	0	---	30

Schedule C

Office of Superintendent of Documents
Salaries and Expenses
By-Law Distribution
Detailed Analysis of Changes

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
Available Resources, 1993	6	836
	1994 REQUEST	
I. Adjustments to Base	STAFF	AMOUNT ($000)
A. Mandatory Pay and Related Costs	---	9
1. Current Services Increases	-----	7
2. Within-grade Increases/Promotions	---	2
B. Price Level Changes		14
1. Travel and transportation	-----	1
2. Rents, Communications, and Utilities	---	6
3. Other Printing	---	0
4. Administrative Support Services	---	6
5. Supplies and Materials	---	1
C. Program Type Changes		
1. Legislation	---	0
2. Workload		7
a. Travel and Transportation	---	(1)
b. ByLaw Distribution Postage	---	(6)
c. Other Printing	---	(1)
d. Other Contractual Services	---	18
e. Supplies and Materials	---	(3)
3. Equipment, Alterations, Repairs, Etc.	---	0
II. Net Increase From 1993 Obligations	---	30
III. Total Obligations, 1994	6	866

Schedule D

Office of Superintendent of Documents
Salaries and Expenses
By-Law Distribution
FY 1994 Budget Request

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
Available Resources, 1993	6	836
Proposed Changes for FY 1994		
Mandatory Pay and Related Costs	---	9
Price Level Changes	---	14
Program Type Changes		
Legislation	---	0
Workload	---	7
Equipment, Alterations, Repairs, etc.	---	0
Total Proposed Changes	---	30
FY 1994 Obligations	6	866

Schedule A

Office of Superintendent of Documents
Salaries and Expenses
Cataloging and Indexing
By Object Class

CATEGORIES	1992 ACTUAL		FY 93 ESTIMATE		FY 94 ESTIMATE		TOTAL CHANGES 93/94	
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Program:								
Cataloging and Indexing	40	2,601	38	2,442	38	2,956	0	514
2. Breakdown by Object Class:								
11 Personnel Compensation	40	1,464	38	1,327	38	1,399	0	72
12 Personnel Benefits	---	265	---	247	---	266	---	19
21 Travel	---	0	---	2	---	2	---	0
22 Transportation of Things	---	0	---	0	---	0	---	0
23 Rent, Communications, and Utilities	---	3	---	9	---	10	---	1
24 Printing and Reproduction	---	10	---	16	---	13	---	(3)
25 Other Services	---	787	---	759	---	1,225	---	466
26 Supplies and Materials	---	72	---	82	---	41	---	(41)
Total	40	2,601	38	2,442	38	2,956	0	514

Schedule B

Office of Superintendent of Documents
Cataloging and Indexing
Analysis of Change to Budget Base
By Program and By Object Class

CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES: LEGISLATION		PROGRAM TYPE CHANGES: WORKLOAD		PROGRAM TYPE CHANGES: EQUIP., ALTS., MAINT., REPAIRS		TOTAL CHANGES	
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Program:												
Cataloging and Indexing	---	91	---	50	---	0	---	373	---	0	---	514
2. Breakdown By Object Class:												
11 Personnel Compensation	---	72	---	0	---	0	---	0	---	0	---	72
12 Personnel Benefits	---	19	---	0	---	0	---	0	---	0	---	19
21 Travel	---	0	---	0	---	0	---	0	---	0	---	0
22 Transportation of Things	---	0	---	0	---	0	---	0	---	0	---	0
23 Rent, Communications, & Utilities	---	0	---	1	---	0	---	0	---	0	---	1
24 Printing and Reproduction	---	0	---	0	---	0	---	(3)	---	0	---	(3)
25 Other Services	---	0	---	47	---	0	---	419	---	0	---	466
26 Supplies and Materials	---	0	---	2	---	0	---	(43)	---	0	---	(41)
Total	---	91	---	50	---	0	---	373	---	0	---	514

Schedule C

Salaries and Expenses
Cataloging And Indexing
Detailed Analysis of Changes

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
Available Resources, 1993	38	2,442
	1994	REQUEST
I. Adjustments to Base	STAFF	AMOUNT ($000)
A. Mandatory Pay and Related Costs	---	91
1. Current Services Increases	---	77
2. Within-grade Increases/Promotions	---	14

B. Price Level Changes	---	50
1. Rent, Communications, and Utilities	---	1
2. Other Contractual Services	---	47
3. Supplies and Materials	---	2

C. Program Type Changes		
1. Legislation	---	0
2. Workload	---	373
a. Catalog Printing	---	(2)
b. Administrative Printing	---	(1)
c. Miscellaneous Services	---	415
d. Supplies and Materials	---	(43)
e. Computer Service Charges	---	4
3. Equipment, Alterations, Repairs, Etc.	---	0
II. Net Increase From 1993 Obligations	---	514
III. Total Obligations, 1994	38	2,956

Schedule D

Office of Superintendent of Documents
Salaries and Expenses
Cataloging and Indexing
FY 1994 Budget Request

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
Available Resources, 1993	38	2,442
Proposed Changes for FY 1994		
Mandatory Pay and Related Costs	---	91
Price Level Changes	---	50
Program Type Changes		
Legislation	---	0
Workload	---	373
Equipment, Alterations, Repairs, etc.	---	0
Total Proposed Changes	---	514
FY 1994 Obligations	38	2,956

Schedule A

Office of Superintendent of Documents
Salaries and Expenses
Depository Library Distribution
By Object Class

CATEGORIES	1992 ACTUAL		FY 93 ESTIMATE		FY 94 ESTIMATE		TOTAL CHANGES 93/94	
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Program:								
Depository Library Distribution	94	22,986	95	25,027	95	29,070	0	4,043
2. Breakdown by Object Class:								
11 Personnel Compensation	94	2,929	95	3,225	95	3,332	0	107
12 Personnel Benefits	---	532	---	536	---	566	---	30
21 Travel	---	66	---	118	---	128	---	10
22 Transportation of Things	---	693	---	688	---	688	---	0
23 Rent, Communications, and Utilities	---	1,963	---	1,582	---	1,662	---	80
24 Printing and Reproduction	---	13,565	---	15,566	---	18,997	---	3,431
25 Other Services	---	2,922	---	3,092	---	3,493	---	401
26 Supplies and Materials	---	316	---	220	---	204	---	(16)
Total	94	22,986	95	25,027	95	29,070	0	4,043

Schedule B

Office of Superintendent of Documents
Depository Library Distribution
Analysis of Change to Budget Base
By Program and By Object Class

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIP., ALTS., MAINT., REPAIRS			
CATEGORIES	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Program:												
Depository Library Distribution	---	137	---	784	---	0	---	3,115	---	7	---	4,043
2. Breakdown By Object Class:												
11 Personnel Compensation	---	107	---	0	---	0	---	0	---	0	---	107
12 Personnel Benefits	---	30	---	0	---	0	---	0	---	0	---	30
21 Travel	---	0	---	0	---	0	---	10	---	0	---	10
22 Transportation of Things	---	0	---	0	---	0	---	0	---	0	---	0
23 Rent, Communications, & Utilities	---	0	---	2	---	0	---	78	---	0	---	80
24 Printing and Reproduction	---	0	---	643	---	0	---	2,788	---	0	---	3,431
25 Other Services	---	0	---	131	---	0	---	263	---	7	---	401
26 Supplies and Materials	---	0	---	8	---	0	---	(24)	---	0	---	(16)
Total	---	137	---	784	---	0	---	3,115	---	7	---	4,043

Schedule C

Office of Superintendent of Documents
Salaries and Expenses
Depository Library Distribution
Detailed Analysis of Changes

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
Available Resources, 1993	95	25,027
	1994 REQUEST	
I. Adjustments to Base	STAFF	AMOUNT ($000)
A. Mandatory Pay and Related Costs	---	137
1. Current Services Increases	---	107
2. Within-grade Increases/Promotions	---	30
B. Price Level Changes	---	784
1. Rents, Communications, and Utilities	---	2
3. Depository Printing	---	631
4. Other Printing	---	12
5. Other Contractual Services	---	32
6. Computer Service Charges	---	11
7. Administrative Support Services	---	88
7. Supplies and Materials	---	8
C. Program Type Changes		
1. Legislation	---	0
2. Workload	---	3,115
a. Travel	---	10
b. Rents, Communications and Utilities	---	(2)
c. Postage	---	80
d. Depository Printing	---	2,832
e. Other Printing	---	(44)
f. Other Contractual Services	---	210
g. Computer Service Charges	---	53
h. Supplies and Materials	---	(24)
3. Equipment, Alterations, Repairs, Etc.	---	7
II. Net Increase From 1993 Obligations	---	4,043
III. Total Obligations, 1994	95	29,070

Schedule D

Office of Superintendent of Documents
Salaries and Expenses
Depository Library Distribution
FY 1994 Budget Request

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
Available Resources, 1993	95	25,027
Proposed Changes for FY 1994		
Mandatory Pay and Related Costs	---	137
Price Level Changes	---	784
Program Type Changes		
Legislation	---	0
Workload	---	3,115
Equipment, Alterations, Repairs, etc.	---	7
Total Proposed Changes	---	4,043
FY 1994 Obligations	95	29,070

Schedule A

Office of Superintendent of Documents
Salaries and Expenses
International Exchange
By Object Class

CATEGORIES	1992 ACTUAL		FY 93 ESTIMATE		FY 94 ESTIMATE		TOTAL CHANGES 93/94	
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Program:								
International Exchange	2	754	3	777	3	815	---	38
2. Breakdown by Object Class:								
11 Personnel Compensation	2	43	3	102	3	107	---	5
12 Personnel Benefits	---	8	---	17	---	18	---	1
21 Travel	---	0	---	0	---	0	---	0
22 Transportation of Things	---	0	---	0	---	0	---	0
23 Rent, Communications, and Utilities	---	73	---	86	---	86	---	0
24 Printing and Reproduction	---	590	---	496	---	515	---	19
25 Other Services	---	37	---	66	---	80	---	14
26 Supplies and Materials	---	3	---	10	---	9	---	(1)
Total	2	754	3	777	3	815	---	38

Schedule B

Office of Superintendent of Documents
International Exchange
Analysis of Change to Budget Base
By Program and By Object Class

CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIP., ALTS., MAINT., REPAIRS			
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Program:												
International Exchange	---	6	---	27	---	0	---	5	---	0	---	38
2. Breakdown By Object Class:												
11 Personnel Compensation	---	5	---	0	---	0	---	0	---	0	---	5
12 Personnel Benefits	---	1	---	0	---	0	---	0	---	0	---	1
22 Transportation of Things	---	0	---	0	---	0	---	0	---	0	---	0
23 Rent, Communications, & Utilities	---	0	---	3	---	0	---	(3)	---	0	---	0
24 Printing and Reproduction	---	0	---	20	---	0	---	(1)	---	0	---	19
25 Other Services	---	0	---	4	---	0	---	10	---	0	---	14
26 Supplies and Materials	---	0	---	0	---	0	---	(1)	---	0	---	(1)
Total	---	6	---	27	---	0	---	5	---	0	---	38

Schedule C

Office of Superintendent of Documents
Salaries and Expenses
International Exchange
Detailed Analysis of Changes

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
Available Resources, 1993	3	777
	1994 REQUEST	
	STAFF	AMOUNT ($000)
I. Adjustments to Base		
A. Mandatory Pay and Related Costs	---	6
1. Current Services Increases	---	5
2. Within-grade Increases/Promotions	---	1
B. Price Level Changes	---	27
1. Rents, Communications & Utilities	---	3
2. Printing and Reproduction	---	20
3. Other Contractual Services	---	4
C. Program Type Changes		
1. Legislation	---	0
2. Workload	---	5
a. Rent, communications, and Utilities	---	(3)
b. Printing and Reproduction	---	(1)
c. Other Contractual Services	---	7
d. Materials and Supplies	---	(1)
e. Computer Service Charges	---	3
3. Equipment, Alterations, Repairs, Etc.	-----	0
II. Net Increase From 1993 Obligations	---	38
III. Total Obligations, 1994	3	815

Schedule D

Office of Superintendent of Documents
Salaries and Expenses
International Exchange
FY 1994 Budget Request

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
Available Resources, 1993	3	777
Proposed Changes for FY 1994		
Mandatory Pay and Related Costs	---	6
Price Level Changes	---	27
Program Type Changes		
Legislation	---	0
Workload	---	5
Equipment, Alterations, Repairs, etc.	---	0
Total Proposed Changes	---	38
FY 1994 Obligations	3	815

GOVERNMENT PRINTING OFFICE
Office of Superintendent of Documents

Program and Financing (in thousands of dollars)

	Identification code 04–0201–0–1–808	1992 actual	1993 est.	1994 est.
	Program by activities:			
00.01	Distribution for other Government agencies and Members of Congress	741	836	866
00.02	Depository library distribution	22,986	25,027	29,070
00.03	Cataloging and indexing	2,601	2,442	2,956
00.04	International exchange	754	777	815
10.00	Total obligations	27,082	29,082	33,707
	Financing:			
39.00	**Budget authority (gross)**	**27,082**	**29,082**	**33,707**
	Budget authority:			
	Current:			
40.00	Appropriation	26,327	29,082	33,707
	Permanent:			
65.00	**Advance appropriation**	755	....	....
	Relation of obligations to outlays:			
71.00	Total obligations	27,082	29,082	33,707
72.40	Obligated balance, start of year	15,864	12,205	12,189
74.40	Obligated balance, end of year	−12,205	−12,189	−13,609
77.00	Adjustments in expired accounts	−2,023	....	....
90.00	Outlays	28,718	29,098	32,287

Object Classification (in thousands of dollars)

	Identification Code 04–0201–0–1–808	1992 actual	1993 est.	1994 est.
	Personnel compensation:			
11.1	Full-time permanent	4,188	4,543	4,746
11.3	Other than full-time permanent	12	12	12
11.5	Other personnel compensation	327	272	260
11.9	Total personnel compensation	4,527	4,827	5,018
12.1	Civilian personnel benefits	821	829	881
21.0	Travel and transportation of persons	66	120	130
22.0	Transportation of things	694	704	704
23.2	Rental payments to others	52	61	61
23.3	Communications, utilities, and miscellaneous charges	2,515	2,063	2,144
24.0	Printing and reproduction	14,197	16,102	19,548
25.0	Other services	3,799	4,041	4,946
26.0	Supplies and materials	411	335	275
99.9	Total obligations	27,082	29,082	33,707

Personnel Summary

Total compensable workyears:			
Full-time equivalent employment	139	142	142
Full-time equivalent of overtime and holiday hours	13	10	10

[Clerk's note.—The Program and Finance and Object Class tables reflect the budget justifications as submitted to the Subcommittee. Please check Appendix to the President's FY94 Budget for any changes that may be made subsequent to the January 1993 submission to the Subcommittee.]

GOVERNMENT PRINTING OFFICE
REVOLVING FUND

The Government Printing Office is hereby authorized to make such expenditures, within the limits of funds available and in accord with the law, and to make such contracts and commitments without regard to fiscal year limitations as provided by section 104 of the Government Corporation Control Act, as amended, as may be necessary in carrying out the programs and purposes set forth in the budget for the current fiscal year for the "Government Printing Office revolving fund": *Provided,* That not to exceed $2,500 may be expended on the certification of the Public Printer in connection with official representation and reception expenses: *Provided further,* That the revolving fund shall be available for the hire or purchase of passenger motor vehicles, not to exceed a fleet of twelve: *Provided further,* That expenditures in connection with travel expenses of the advisory councils to the Public Printer shall be deemed necessary to carry out the provisions of title 44, United States Code: *Provided further,* That the revolving fund shall be available for services as authorized by 5 U.S.C. 3109 but at rates for individuals not to exceed the per diem rate equivalent to the rate for level V of the Executive Schedule (5 U.S.C. 5316): *Provided further,* That the revolving fund and the funds provided under the paragraph entitled "Office of Superintendent of Documents, Salaries and Expenses" together may not be available for the full-time equivalent employment of more than 4,950 workyears: *Provided further,* That the revolving fund shall be available for expenses not to exceed $500,000 for the development of plans and design of a multi-purpose facility: *Provided further, That activities financed through the revolving fund may provide information in any format; Provided further, That the revolving fund shall be available for retirement incentive payments to employees:* [*Provided further,* That the revolving fund shall not be used to administer any flexible or compressed work schedule which applies to any manager or supervisor in a position the grade or level of which is equal to or higher than GS-15, nor to any employee involved in the in-house production of printing and binding:] *Provided further,* That expenses for attendance at meetings shall not exceed $75,000.

Sec. 207. (a)(1) None of the funds appropriated for any fiscal year may be obligated or expended by any entity of the executive branch for the procurement of any printing related to the production of Government publications (including printed forms), unless such procurement is by or through the Government Printing Office.

(2) Paragraph (1) does not apply to (A) individual printing orders costing not more than $1,000, if the work is not of a continuing or repetitive nature, and, as certified by the Public Printer, cannot be provided more economically through the Government Printing Office, (B) printing for the Central Intelligence Agency, or the Defense Intelligence Agency, or the National Security Agency, or (C) printing from other sources that is specifically authorized by law.

(3) As used in this subsection, the term "printing" means the process of composition, platemaking, presswork, silk screen processes, binding, microform, and the end items of such processes.

[(b) Section 206 of the Legislative Branch Appropriations Act, 1991 (44 U.S.C. 501 note) is repealed.] (Legislative Branch Appropriations Act, 1993.)

ADMINISTRATIVE PROVISION

Section 309(b)(3) of title 44 is repealed, and section 1708 of title 44 is amended by striking out the third sentence thereof.

Schedule A

Revolving Fund
Printing & Binding Operations
By Object Class

	FY 92 ACTUAL		FY 93 ESTIMATE		FY 94 ESTIMATE		TOTAL CHANGES 93/94	
CATEGORIES	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Program:								
Printing & Binding Operations	3,940	859,226	3,725	867,866	3,668	875,197	(57)	7,331
2. Breakdown by Object Class:								
11 Personnel Compensation	3,940	167,132	3,725	164,183	3,668	160,044	(57)	(4,139)
12 Personnel Benefits	---	31,499	---	34,161	---	34,420	---	259
21 Travel	---	325	---	418	---	431	---	13
22 Transportation of Things	---	2,273	---	2,261	---	2,333	---	72
23 Rent, Communications, and Utilities	---	12,086	---	11,000	---	11,352	---	352
24 Printing and Reproduction	---	586,114	---	589,700	---	596,800	---	7,100
25 Other Services	---	4,292	---	4,058	---	4,099	---	41
26 Supplies and Materials	---	50,075	---	57,369	---	60,818	---	3,449
31 Depreciation	---	5,430	---	4,716	---	4,900	---	184
Total Expenses	3,940	859,226	3,725	867,866	3,668	875,197	(57)	7,331

Schedule B

Revolving Fund
Printing and Binding Operations
Analysis of Change to Budget Base
By Object Class

CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIP., ALTS., MAINT., REPAIRS			
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Program:												
Printing & Binding Operations	---	6,938	---	20,636	---	0	(57)	(20,427)	---	184	(57)	7,331
2. Breakdown By Object Class:												
11 Personnel Compensation	---	5,710	---	0	---	0	(57)	(9,849)	---	0	(57)	(4,139)
12 Personnel Benefits	---	1,228	---	0	---	0	---	(969)	---	0	---	259
21 Travel	---	0	---	13	---	0	---	0	---	0	---	13
22 Transportation of Things	---	0	---	72	---	0	---	0	---	0	---	72
23 Rent, Communications, & Utilities	---	0	---	352	---	0	---	0	---	0	---	352
24 Printing and Reproduction	---	0	---	18,300	---	0	---	(11,200)	---	0	---	7,100
25 Other Services	---	0	---	124	---	0	---	(83)	---	0	---	41
26 Supplies and Materials	---	0	---	1,775	---	0	---	1,674	---	0	---	3,449
31 Depreciation	---	0	---	0	---	0	---	0	---	184	---	184
Total Expenses	---	6,938	---	20,636	---	0	(57)	(20,427)	---	184	(57)	7,331

Schedule C

Revolving Fund
Printing & Binding Operations
Detailed Analysis of Change

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
Estimated Expenses, 1993	3,725	867,866
	1994 ESTIMATE	
I. Adjustments to Base	STAFF	AMOUNT ($000)
A. Mandatory Pay and Related Costs	---	6,938
1. Current Services Increase	---	5,838
2. Merit Increases/Promotions	---	1,100
B. Price Level Changes	---	20,636
1. Travel	---	13
2. Transportation of Things	---	72
3. GSA Office Rent	---	75
4. Telephone and Telegraph	---	53
5. Postage	---	25
6. Utilities	---	140
7. Other Rentals	---	59
8. Printing and Reproduction	---	18,300
9. Miscellaneous Services	---	124
10. Paper and Materials Charged to Jackets	---	1,394
11. Supplies and Materials	---	381
C. Program Type Changes	(57)	(20,243)
1. Legislation	---	0
2. Workload	(57)	(20,427)
a. Staff Reduction	(57)	(3,606)
b. Compensation & Benefits Avoidance	---	(7,212)
c. Printing and Reproduction	---	(11,200)
d. Miscellaneous Services	---	(83)
e. Paper\Materials Charged to Jackets	---	1,798
f. Supplies and Materials	---	(124)
3. Equipment, Alterations, Repairs, Etc.	---	184
a. Depreciation	---	184
II. Net Increase From 1993 Estimates	(57)	7,331
III. Total Estimated Expenses, 1994	3,668	875,197

PRINTING AND BINDING OPERATIONS

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C

A. MANDATORY CHANGES	Staff	Amount ($000)
1. Current Services Increase Annualized effect of current services increase in FY 1993 and FY 1994.	---	5,838
2. Merit Increases/Promotions Include within-grade increases, promotions.	---	1,100
B. PRICE LEVEL CHANGES		
1. Travel The increase of 3.2% is for estimated inflation in travel costs.	---	13
2. Transportation of Things The inflation increase of 3.2% is for Bills of Lading and other transportation costs.	---	72
3. GSA Office Rent This is for an average increase of about 3.2% in GSA office rent.	---	75
4. Telephone and Telegraph A price increase of about 3.2% is projected.	---	53
5. Postage Administrative postage is expected to increase by about 3.2%.	---	25
6. Utilities An increase of about 3.2% is projected.	---	140
7. Other Rentals Other miscellaneous rentals are expected to increase by 3.2%.	---	59
8. Printing and Reproduction Procured Printing Costs are estimated to increase by about 3.2%.	---	18,300
9. Miscellaneous Services A price increase of about 3.2% is anticipated.	---	124
10. Paper and Materials Charged to Jackets Paper prices are expected to increase by 3.2%.	---	1,394
11. Supplies and Materials A price increase of about 3.2% is projected.	---	381

PRINTING AND BINDING OPERATIONS

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C - Continued

C. PROGRAM TYPE CHANGES	Staff	Amount ($000)
1. Legislation	---	0
2. Workload		
2a. Staff Reduction Reduction in overhead areas and improved technology.	(57)	(3,606)
2b. Compensation and Benefits Reduction in cost-cutting initiatives related to a retirement incentive plan.	---	(7,212)
2c. Printing and Reproduction A volume decrease of about 2% is expected by the effect of agency budget constraints.	---	(11,200)
2d. Miscellaneous Services A volume decrease of about 2% is expected in repairs, maintenance, consulting, etc.	---	(83)
2e. Paper and Materials Charged to Jackets To provide for a projected increase in the In-House services provided to Congress.	---	1,798
2f. Supplies and Materials The volume decrease of $124,000 consists mainly of decreases for items such as furniture, software, microcomputers and hardware, and other miscellaneous items.	---	(124)
3. Equipment, Alterations, Repairs, Etc.		
3a. Depreciation To provide for additional purchase of capital equipment.	---	184

Schedule D

Revolving Fund
Printing and Binding Operations
Summary of Estimated Expenses
FY 1994 Budget Estimate

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
Estimated Expenses, 1993	3,725	867,866
Proposed Changes for FY 1994		
Mandatory Pay and Related Costs	---	6,938
Price Level Changes	---	20,636
Program Type Changes		
Legislation	---	0
Workload	(57)	(20,427)
Equipment, Alterations, Repairs, Etc.	---	184
Total Proposed Changes	(57)	7,331
FY 1994 Budget Estimate	3,668	875,197

VALUE OF IN-HOUSE AND COMMERCIAL PROCUREMENT OF PRINTING AND BINDING
(Dollar amounts in thousands)

Fiscal year	In-House[1]	Procured[2]	Percent Procured	Other Revenue[3]	Total Printing and Binding Revenue
1982	$175,172	$437,498	71.4	$20,569	$633,239
1983	179,961	464,321	72.1	19,112	663,394
1984	196,593	547,871	73.6	26,263	770,727
1985	184,960	596,803	76.3	21,618	803,381
1986	185,481	562,933	75.2	19,991	768,405
1987	192,715	591,804	75.4	20,003	804,522
1988	205,489	648,296	75.9	21,541	875,326
1989	197,665	726,364	78.6	28,865	952,894
1990	203,839	634,611	75.7	25,554	864,004
1991	199,678	623,076	75.7	25,417	848,171
1992	202,972	629,184	75.6	20,852	853,008
1993	204,000	632,000	75.6	29,300	865,300[4]
1994	205,900	639,600	75.6	29,697	875,197

---

[1] Includes Central and Regional in-house printing, including paper used in printing and binding.

[2] Includes commercially procured printing and binding, including paper furnished contractors.

[3] Includes sales of blank paper, waste, scrap, fixed assets, surplus inventory, employee payments for parking, and interest revenue.

[4] Fiscal years 1993 and 1994 are estimated.

Schedule A

Revolving Fund
Sales of Publications Operations
By Object Class

CATEGORIES	FY 92 ACTUAL		FY 93 ESTIMATE		FY 94 ESTIMATE		TOTAL CHANGES 93/94	
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Program:								
Sale of Publications Operations	675	79,455	657	84,382	651	87,066	(6)	2,684
2. Breakdown by Object Class:								
11 Personnel Compensation	675	18,908	657	19,881	651	19,741	(6)	(140)
12 Personnel Benefits	---	3,397	---	3,314	---	3,347	---	33
21 Travel	---	41	---	60	---	79	---	19
22 Transportation of Things	---	1,149	---	1,065	---	1,080	---	15
23 Rent, Communications, and Utilities	---	14,123	---	14,790	---	15,000	---	210
24 Printing and Reproduction	---	29,549	---	32,753	---	33,814	---	1,061
25 Other Services	---	10,966	---	10,971	---	12,925	---	1,954
26 Supplies and Materials	---	1,322	---	1,548	---	1,080	---	(468)
Total Expenses	675	79,455	657	84,382	651	87,066	(6)	2,684

Schedule B

Revolving Fund
Sales of Publications Operations
Analysis of Change to Budget Base
By Object Class

FY 93/94 CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIP., ALTS., MAINT., REPAIRS			
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Program:												
Sale of Publications Operations	---	273	---	1,798	---	---	(6)	545	---	68	(6)	2,684
2. Breakdown by Object Class:												
11 Personnel Compensation	---	185	---	0	---	---	(6)	(325)	---	0	(6)	(140)
12 Personnel Benefits	---	88	---	0	---	---	---	(55)	---	0	---	33
21 Travel	---	0	---	3	---	---	---	16	---	0	---	19
22 Transportation of Things	---	0	---	42	---	---	---	(27)	---	0	---	15
23 Rent, Communications, & Utilities	---	0	---	140	---	---	---	70	---	0	---	210
24 Printing and Reproduction	---	0	---	1,101	---	---	---	(40)	---	0	---	1,061
25 Other Services	---	0	---	470	---	---	---	1,416	---	68	---	1,954
26 Supplies and Materials	---	0	---	42	---	---	---	(510)	---	0	---	(468)
Total Expenses	---	273	---	1,798	---	---	(6)	545	---	68	(6)	2,684

Schedule C

Revolving Fund
Sales of Publications Operations
Total Estimated Expenses
Detailed Analysis of Changes

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
Estimated Expenses, 1993	657	84,382
	1994 Estimate	
	STAFF	AMOUNT ($000)
I. Adjustments to Base		
A. Mandatory Pay and Related Costs	---	273
1. Current Services Increase	---	251
2. Within-grade Increases/Promotions	---	22
B. Price Level Changes	---	1,798
1. Travel	---	3
2. Bills of Lading	---	24
3. Contractual Mail Services	---	18
4. Rent, Communications, and Utilities	---	140
5. Printing and Reproduction	---	32
6. Computer Service Charges	---	108
7. Cost of Pubs Sold & Surplus Pubs	---	1,069
8. Miscellaneous Services	---	48
9. Other Contractual Services	---	314
10. Supplies and Materials	---	42
C. Program Type Changes		
1. Legislation	---	0
2. Workload	(6)	545
a. Staff Level Decrease	(6)	(380)
b. Travel and Transportation	---	(11)
c. Rent, Communications & Utilities	---	69
d. Printing and Reproduction	---	(40)
e. Miscellaneous Services	---	402
f. Other Contractual Services	---	1,015
g. Supplies and Materials	---	(510)
3. Equipment, Alterations, Repairs, Etc.	---	68
a. Engineering Service Charges	---	68
II. Net Increase From 1993 Estimated Expenses	(6)	2,684
III. Total Estimated Expenses, 1994	651	87,066

SALES OF PUBLICATIONS OPERATIONS

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C

A. MANDATORY CHANGES	Staff	Amount ($000)
1. Annualized effect of a current services increase for FY 1994.	---	251
2. Within-grade Increases/Promotions to be granted during FY 1993.	---	22
B. PRICE LEVEL CHANGES	**Staff**	**Amount ($000)**
1. Items 1-10 A small 3% to 4% increase is projected.	---	1,798
C. PROGRAM TYPE CHANGES	**Staff**	**Amount ($000)**
1. Legislation	---	0
2. Workload		545
2a. Staff Level Decrease Staff level decreases will be effected through normal retirement and attrition.	(6)	(380)
2b. Travel and Transportation The decrease is a net of a planned increase of $16,000 for investigations and inspections, and a decrease in deliveries of $27,000.	---	(11)
2c. Rent, Communications, and Utilities Decreases in most categories are offset by an increase in general sales postage.	---	69
2d. Printing and Reproduction A moderate decrease is anticipated in the volume of publications sold during FY 1994.	---	(40)
2e. Other Services FY 94 increases are projected for computer services, depreciation, and administrative support activities.	---	1,417
2f. Supplies and Materials Decreases are projected for general expense materials and supplies, and microcomputer hardware and accessories.	---	(510)
3. Equipment, Alterations, Repairs, Etc.	---	68
3a. Engineering Service Charges A moderate increase in activity over 1993 is projected.	---	68

Schedule D

Revolving Fund
Sales of Publications Operations
Summary of Estimated Expenses
FY 1994 Budget Estimate

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
Estimated Expenses, 1993	657	84,382
Proposed Changes for FY 1994		
Mandatory Pay and Related Costs	---	273
Price Level Changes	---	1,798
Program Type Changes		
Legislation	---	0
Workload	(6)	545
Equipment, Alterations, Repairs, Etc.	---	68
Total Proposed Changes	(6)	2,684
FY 1994 Estimated Expenses	651	87,066

Schedule A

Revolving Fund
Agency Distribution Services
By Object Class

CATEGORIES	FY 92 ACTUAL		FY 93 ESTIMATE		FY 94 ESTIMATE		TOTAL CHANGES 93/94	
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Program:								
Agency Distribution Service	76	5,669	76	5,973	76	6,246	---	273
2. Breakdown by Object Class:								
11 Personnel Compensation	76	1,900	76	2,079	76	2,169	---	90
12 Personnel Benefits	---	341	---	350	---	370	---	20
21 Travel	---	2	---	8	---	8	---	0
22 Transportation of Things	---	95	---	67	---	69	---	2
23 Rent, Communications, and Utilities	---	2,288	---	2,132	---	2,140	---	8
24 Printing and Reproduction	---	161	---	73	---	73	---	0
25 Other Services	---	721	---	1,107	---	1,273	---	166
26 Supplies and Materials	---	161	---	157	---	144	---	(13)
Total	76	5,669	76	5,973	76	6,246	---	273

Schedule B

Revolving Fund
Agency Distribution Service
Analysis of Change to Budget Base
By Program and By Object Class

CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIP., MAINT., ALTS., REPAIRS			
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Program:												
Agency Distribution Service	---	110	---	142	---	0	---	12	---	9	---	273
2. Breakdown By Object Class:												
12 Personnel Compensation	---	90	---	0	---	0	---	0	---	0	---	90
12 Personnel Benefits	---	20	---	0	---	0	---	0	---	0	---	20
21 Travel	---	0	---	0	---	0	---	0	---	0	---	0
22 Transportation of Things	---	0	---	2	---	0	---	0	---	0	---	2
23 Rent, Communications, & Utilities	---	0	---	82	---	0	---	(74)	---	0	---	8
24 Printing and Reproduction	---	0	---	3	---	0	---	(3)	---	0	---	0
25 Other Services	---	0	---	49	---	0	---	108	---	9	---	166
26 Supplies and Materials	---	0	---	6	---	0	---	(19)	---	0	---	(13)
Total	---	110	---	142	---	0	---	12	---	9	---	273

Schedule C

Revolving Fund
Agency Distribution Service
Detailed Analysis of Changes

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
Estimated Expenses, 1993	76	5,973
	1994 ESTIMATE	
I. Adjustments to Base	STAFF	AMOUNT ($000)
A. Mandatory Pay and Related Costs	---	110
1. Current Services Increase	---	89
2. Within-grade Increases/Promotions	---	21
B. Price Level Changes	---	142
1. Transportation of Things	---	2
2. Office and Storage Space	---	16
3. Rent, Communications & Utilities	---	66
4. Administrative Printing	---	3
5. Computer Service Charges	---	14
6. Administrative Support Services	---	28
7. Materials and Supplies	---	6
8. Other Expenses	---	7
C. Program Type Changes		
1. Legislation	---	0
2. Workload	---	12
a. Staff Level Increase	---	0
b. Office and Storage Space	---	(9)
c. Rent, Communications, & Utilities	---	(65)
d. Computer Service Charges	---	68
e. Supplies and Materials	---	(19)
f. Other Expenses		37
3. Equipment, Alterations, Repairs, Etc.	---	9
a. Engineering Service Charges	---	9
II. Net Increase/Decrease from 1993 Estimate	---	273
III. Total Estimated Expenses, 1994	76	6,246

AGENCY DISTRIBUTION SERVICES

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C

A. MANDATORY CHANGES	Staff	Amount ($000)
1. Annualized effect of a current services increase for FY 1994.	---	89
2. Within-grade Increases/Promotions to be granted during FY 1993.	---	21

B. PRICE LEVEL CHANGES	Staff	Amount ($000)
1. Items 1-8 A small 3% to 4% increase is projected.	---	142

C. PROGRAM TYPE CHANGES	Staff	Amount ($000)
1. Legislation	---	0
2. Workload		12
2a. Staff Level Increase No additional FTEs are planned.	---	0
2b. Office and Storage Space Rental rates will continue to increase, but the use of facilities will be controlled.	---	(9)
2c. Rent, Communications, and Utilities Economies in mailing costs will be effected where possible.	---	(65)
2d. Computer Service Charges Additional computer services expected in 1994 in order to enhance efficiency of operations.	---	68
2e. Other Expenses Depreciation expense will increase in FY 1994.	---	37
2f. Supplies and Materials Computer equipment purchases are expected to decrease in FY 1994.	---	(19)
3. Equipment, Alterations, Repairs, Etc.	---	9
3a. Engineering Service Charges Normal maintenance requirements will cause a small increase.	---	9

Schedule D

Revolving Fund
Agency Distribution Service
FY 1994 Budget Estimate

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
Estimated Expenses, 1993	76	5,973
Proposed Changes for FY 1994		
Mandatory Pay and Related Costs	---	110
Price Level Changes	---	142
Program Type Changes		
Legislation	---	0
Workload	---	12
Equipment, Alterations, Repairs, Etc.	---	9
Total Proposed Changes	---	273
FY 1994 Estimated Expenses	76	6,246

GOVERNMENT PRINTING OFFICE

Revolving Fund

Program and Financing (in thousands of dollars)

Identification code 04-4505-0-4-808	1992 actual	1993 est.	1994 est.
Program by activities:			
00.01 Printing and binding	848,761	855,961	872,391
00.02 Sales of publications	79,191	86,450	86,802
00.03 Agency distribution	5,668	5,973	6,246
00.91 Subtotal	933,620	948,384	965,439
01.01 Capital investment	7,573	10,203	18,381
10.00 Total obligations	941,193	958,587	983,820
Financing:			
21.90 Unobligated balance available, start of year Fund balance	−107,899	−105,435	−107,153
24.90 Unobligated balance available, end of year Fund balance	105,435	107,153	91,857
39.00 Budget authority (gross)	938,729	960,305	968,524
Budget authority			
68.00 Spending authority from offsetting collections (new)	938,729	960,305	968,524
68.45 Portion not available for obligation (limitation on obligations)			
68.90 Spending authority from offsetting collections (total)	938,729	960,305	968,524
Relation of obligations to outlays:			
71.00 Total obligations	941,193	958,587	983,820
72.10 Receivables in excess of obligations, start of year	23,506	540	−2,600
74.10 Receivables in excess of obligations, end of year	−540	2,600	196
87.00 Outlays (gross)	964,159	961,727	981,416
Adjustments to budget authority and outlays.			
Deductions for offsetting collections.			
88.00 Federal funds	−869,902	−883,819	−893,719
88.40 Non-Federal sources	−68,827	−76,486	−74,805
88.90 Total, offsetting collections	−938,729	−960,305	−968,524
89.00 Budget authority (net)			
90.00 Outlays (net)	25,430	1,422	12,892

STATEMENT OF REVENUE AND EXPENSES

PRINTING AND BINDING OPERATIONS

[In thousands of dollars]

	1992 actual	1993 est.	1994 est.
Total revenue	852,698	865,300	875,197
Expenses			
Personnel compensation	167,130	164,183	160,044
Personnel benefits	31,499	34,161	34,420
Travel and transportation of persons	325	418	431
Transportation of things	2,275	2,261	2,333
Rental payments to GSA	2,400	2,275	2,350
Rental payments to others	1,824	1,800	1,800
Communications, utilities, and miscellaneous charges	7,862	8,925	7,202
Printing and reproduction	586,095	589,700	596,800
Other services	4,292	4,058	4,099
Supplies and materials	50,075	57,369	60,819
Depreciation	5,430	4,716	4,900
Total expenses	859,207	867,866	875,197
Net operating income or loss (−)	−8,509	−2,566	

SALES OF PUBLICATIONS OPERATIONS

[In thousands of dollars]

	1992 actual	1993 est.	1994 est.
Total revenue	80,108	89,022	87,066
Expenses			
Cost of publications sold	23,770	28,088	28,910
Postage for sales copies mailed	10,717	11,124	11,794
Surplus publications	4,918	3,928	4,085
Subtotal	39,405	43,140	44,789
Gross profit	40,703	45,882	42,277
General and administrative			
Personnel compensation	18,908	19,881	19,741
Personnel benefits	3,397	3,314	3,347
Travel and transportation of persons	41	60	79
Transportation of things	1,149	1,065	1,080
Rental Payments to GSA	834	833	866
Rental payments to others	1,941	2,124	2,085
Communications, utilities, and miscellaneous charges	631	708	255
Printing and reproduction	841	737	819
Other services	10,966	10,971	12,925
Supplies and materials	1,321	1,548	1,080
Subtotal	40,029	41,242	42,277
Total expenses	79,434	84,382	87,066
Net earnings	674	4,640	

GOVERNMENT PRINTING OFFICE

AGENCY DISTRIBUTION SERVICE

[In thousands of dollars]

	1992 actual	1993 est.	1994 est.
Total revenue	5,913	5,973	6,246
Expenses:			
Personnel compensation	1,900	2,079	2,169
Personnel benefits	341	350	370
Travel and transportation of persons	2	8	8
Transportation of things	94	67	69
Rental Payments to GSA	214	0	0
Rental payments to others	176	416	424
Communications, utilities, and miscellaneous charges	1,898	1,716	1,716
Printing and reproduction	161	73	73
Other services	721	1,107	1,273
Supplies and materials	161	157	144
Total expenses	5,668	5,973	6,246
Net operating loss (−)	245		

Total Revenue and Expense (in thousands of dollars)

Identification code 04-4505-0-4-808		1992 actual	1993 est.	1994 est.
0101	Revenue	938,719	960,295	968,509
0102	Expenses	−944,309	−958,221	−968,509
0109	Net income or loss (−)	−5,590	2,074	

Financial Condition (in thousands of dollars)

Identification code 04-4505-0-4-808		1991 actual	1992 actual	1993 est.	1994 est.
	Assets:				
	Fund balance with Treasury and cash:				
10.00	Fund balance with Treasury	131,405	105,975	104,553	91,661
	Accounts receivable:				
11.00	Federal agencies	199,872	209,166	219,931	221,842
11.10	Public	3,340	3,140	3,302	3,300
11.99	Subtotal, accounts receivable	203,212	212,306	223,233	225,142
	Inventories:				
13.10	Products or service components	36,167	33,233	32,901	32,572
	Property, plant, and equipment:				
16.00	Structures, facilities, and leasehold improvements	47,455	48,768	50,330	52,861
16.20	ADP software	970	1,414	1,459	1,500
16.30	Equipment	74,775	80,298	82,870	93,570
16.70	Land	9,562	9,562	13,062	16,062
16.80	Allowances	−81,915	−87,436	−89,930	−93,500
16.99	Subtotal, property, plant, and equipment	50,847	52,606	57,791	70,493
	Other assets:				
17.40	Other	788	2,322	336	342
19.99	Total assets	422,419	406,442	418,814	420,210
	Liabilities:				
	Accounts payable:				
20.00	Federal agencies	23,983	16,229	20,400	20,000
20.10	Public	59,525	59,505	59,600	60,000
20.99	Subtotal, accounts payable	83,508	75,734	80,000	80,000
22.99	Accrued payroll and benefits	15,287	8,266	17,244	16,000
23.99	Accurued annual leave	10,723	12,156	12,000	12,000
	Unearned revenue (advances):				
24.00	Federal agencies	160	1,216	968	1,000
24.10	Public	31,624	32,966	30,810	33,458
24.99	Subtotal, unearned revenue (advances)	31,784	34,182	31,778	34,458
28.10	Other liabilities	825	1,446	1,100	1,100
29.99	Total liabilities	142,127	131,784	142,122	143,558
	Equity:				
	Revolving fund equity:				
	Revolving fund balances:				
32.00	Appropriated capital	109,307	109,307	109,307	109,307
32.10	Cumulative results	170,713	165,123	167,197	167,197
32.20	Donations	272	228	188	148
32.99	Subtotal, revolving fund balances	280,292	274,658	276,692	276,652
39.99	Total equity	280,292	274,658	276,692	276,652

GOVERNMENT PRINTING OFFICE

Object Classification (in thousands of dollars)

Identification code 04–4505–0–4–808		1992 actual	1993 est	1994 est.
	Personnel compensation:			
11.1	Full-time permanent	165,358	161,743	157,266
11.3	Other than full-time permanent	580	600	623
11.5	Other personnel compensation	22,000	23,800	24,065
11.9	Total personnel compensation	187,938	186,143	181,954
12.1	Civilian personnel benefits	35,237	37,825	38,137
21.0	Travel and transportation of persons	368	486	518
22.0	Transportation of things	3,518	3,393	3,482
23.1	Rental payments to GSA	3,448	3,108	3,216
23.2	Rental payments to others	3,941	4,340	4,309
23.3	Communications, utilities, and miscellaneous charges	21,108	20,474	20,967
24.0	Printing and reproduction	610,857	617,657	633,241
25.1	Consulting services	15	25	35
25.2	Other services	15,633	15,859	17,538
26.0	Supplies and materials	51,557	59,074	62,042
31.0	Equipment	7,573	6,703	15,381
32.0	Land and structures		3,500	3,000
99.9	Total obligations	941,193	958,587	983,820

Personnel Summary

Total compensable workyears:			
Full-time equivalent employment	4,691	4,458	4,395
Full-time equivalent of overtime and holiday hours	220	213	215

[Clerk's note.—The Program and Finance and Object Class tables reflect the budget justifications as submitted to the Subcommittee. Please check Appendix to the President's FY94 Budget for any changes that may be made subsequent to the January 1993 submission to the Subcommittee.]

OFFICE OF SUPERINTENDENT OF DOCUMENTS - SUMMARY OF WORKLOAD
(In thousands)

	1992 Actual	1993 Estimate	1994 Estimate
Number of sales orders:			
Other sales	854	859	866
Consumer information sales	356	400	400
Number of orders for free consumer information	1,618	2,000	2,000
Letters of inquiry	204	222	231
Number of publications sold:			
Other sales	24,489	24,289	23,781
Consumer information sales	1,898	2,030	2,030
Electronic product sales	7	27	64
Publications distributed on a reimbursable basis:			
Free consumer information	19,779	20,500	20,500
Other reimbursable distribution	28,596	20,806	20,807
Federal Register Program copies distributed	9,534	9,618	9,718
Publications distributed on a by-law basis	4,313	4,774	4,811
Publications distributed to depository libraries:			
Other distribution	33,466	28,766	26,801
Electronic product distribution	96	159	214
Publications distributed for International Exchange	1,445	700	700
Publications cataloged and indexed	32	35	52
Number of Depository Libraries (Unrounded)	1,405	1,419	1,433

* Numbers are rounded to the nearest thousand.

OFFICE OF SUPERINTENDENT OF DOCUMENTS - BOOKSTORE PROGRAM REVENUE AND EXPENSE FISCAL YEAR 1992

Bookstore	Revenue	Expenses	Surplus/ (Loss)
Main	$1,626,171	$1,186,786	$439,385
McPherson Square	877,422	668,911	208,511
Atlanta	567,248	553,934	13,314
Birmingham	309,645	313,106	(3,461)
Boston	582,864	570,349	12,515
Chicago	591,597	570,439	21,158
Cleveland	273,663	323,522	(49,859)
Columbus	415,083	452,597	(37,514)
Dallas	607,515	525,569	81,946
Denver	410,711	363,814	46,897
Detroit	331,416	363,438	(32,022)
Houston	750,524	543,712	206,812
Jacksonville	769,194	567,516	201,678
Kansas City	637,069	644,872	(7,803)
Los Angeles	1,216,293	976,198	240,095
Milwaukee	303,108	307,870	(4,762)
New York	592,988	601,355	(8,367)
Philadelphia	458,889	454,834	4,055
Pittsburgh	390,573	360,399	30,174
Portland	444,691	456,018	(11,327)
Pueblo	651,313	492,826	158,487
San Francisco	551,082	559,783	(8,701)
Seattle	863,360	688,414	174,946
Total	$14,222,419	$12,546,262	$1,676,157

GOVERNMENT PRINTING OFFICE
PERSONNEL STATISTICS

GPO programs are supported by various GPO organizations. Therefore, human resources can be viewed from either an organizational structure perspective or from a program perspective. GPO's primary organizational components are: Executive Offices, Chief Financial Officer, Procurement Services, Production Services, Customer Services, and Superintendent of Documents. GPO's primary programs are Printing and Binding Operations, Sales of Publications, Agency Distribution Services, and programs funded by the Salaries and Expenses (S&E) Appropriation. On-board statistics are relevant only to GPO's organizational structure. Full-time equivalent (FTE) data is prepared for each organization and is distributed by program according to various program distribution allocations in order to calculate FTE data by program. FTE levels are generally below on-board levels because of employees on leave without pay and employees on part-time or intermittent schedules.

Human resources are the most important GPO assets. They represent the largest portion of controllable costs, and are the single most significant factor in generating revenue and providing GPO's products and services. Total FTE levels declined by 947, or 16.4 percent, over the 9-year period from 1983 to 1992. FTE levels are projected to decline by an additional 293, or 6.1 percent, from 1992 to 1994, primarily as a result of a proposed retirement incentive program for supervisors and managers.

GOVERNMENT PRINTING OFFICE
FULL-TIME EQUIVALENT BUDGET

Program:	FY92	FY93	FY94	Change in FTE's FY92-FY93	Change in FTE's FY93-94
P&B Opns......	3,940	3,725	3,668	-215	-57
Sales.........	675	657	651	-18	-6
Agency Dist...	76	76	76	0	0
Rev. Fund...	4,691	4,458	4,395	-233	-63
By-Law........	3	6	6	3	0
Cat. & Ind....	40	38	38	-2	0
Dep. Lib......	94	95	95	1	0
Int. Exch.....	2	3	3	1	0
S&E.........	139	142	142	3	0
Total.......	4,830	4,600	4,537	-230	-63
Unfunded*.....	170	350	413	180	63
Ceiling.....	5,000	4,950	4,950	-50	0

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*Unfunded FTE's are authorized within GPO's ceiling for unanticipated requirements, but are unfunded in the budget plan.

EMPLOYEES ON BOARD AS OF SEPT. 30
AND FTE'S FOR FISCAL YEAR

FY:	FTE's	On Board
1983	5,777	5,815
1984	5,582	5,628
1985	5,382	5,457
1986	5,225	5,300
1987	5,097	5,176
1988	5,078	5,156
1989	5,003	5,080
1990	4,947	5,049
1991	4,848	4,931
1992	4,830	4,965

SUMMARY OF EMPLOYEES BY TYPE OF WORK--AS OF SEPTEMBER 30,

	1989	1990	1991	1992
White collar workers, including administrative, professional, technical, and clerical	2,381	2,442	2,345	2,371
Blue collar workers:				
Journeymen craftsmen:				
Printers	480	434	454	449
Bookbinders	148	131	131	121
Cylinder pressmen	15	6	15	15
Offset photographers	12	9	9	13
Offset platemaker strippers	57	49	49	57
Offset pressmen	51	57	58	54
Offset strippers	110	101	96	98
Subtotal	873	787	812	807
OIRM Telecom. Install/Repair	--	--	--	2
Engineering service craftsmen	140	132	134	136
Total journeymen craftsmen	1,013	919	946	945
Trainees	53	106	82	89
Printing plant workers	1,049	1,025	1,031	1,032
Bindery workers	80	75	62	59
Federal wage system	90	98	96	92
Premium rates	348	355	338	343
Under journeymen	66	29	31	34
Total blue collar workers	2,699	2,607	2,586	2,594
Total employees	5,080	5,049	4,931	4,965

SUMMARY OF EMPLOYEES BY ORGANIZATION

Executive Offices	75	71	62	57
Chief Financial Officer	965	960	945	929
Procurement Services:				
Central Procurement	224	228	225	224
Regional Printing and Procurement	468	481	459	353
Materials Management Service	193	196	191	194
Production Services:				
Qualit Control and Techinical Dept	40	39	38	37
Production Department	1,921	1,829	1,831	1,979
Customer Services	281	279	268	245
Superintendent of Documents	913	966	912	947
Grand total	5,080	5,049	4,931	4,965

COPYRIGHT ROYALTY TRIBUNAL

1825 Connecticut Avenue, N.W.
Suite 918
Washington, DC 20009
(202) 606-4400
FAX (202) 606-4407

December 22, 1992

The Honorable Vic Fazio, Chairman
Subcommittee on Legislative Branch
Committee on Appropriations
U.S. House of Representatives
Washington, DC 20515

Dear Chairman Fazio:

The Copyright Royalty Tribunal is pleased to submit its FY 1994 funding request of $1,028,000 of which $884,000 will be derived from the royalty fee funds leaving a net regular bill request of $144,000.

The FY 1994 budget request shows a net increase over FY 1993 of $117,000; the regular bill appropriation will account for $14,000 of the total increase. The increase in salaries and benefits reflect the 1993 pay raise, the 1994 projected ECI adjustment, and within grade increases. Additionally, there are two other significant increases. One, in the amount of $20,000, for unemployment compensation; and the other, in the amount of $10,000, is funding for a data base service in lieu of expenditures to update the library. The Tribunal has also requested increases in funding for travel and transportation and meetings and conferences. The remaining increases represent non-personnel goods and services.

We estimate the FY 1994 workload will continue or surpass levels of previous years due to additional Tribunal responsibilities created by the recently enacted Audio Home Recording Act.

Sincerely,

Cindy Daub

Cindy S. Daub
Chairman

1825 Connecticut Avenue, N.W.
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COPYRIGHT ROYALTY TRIBUNAL

	FY 1993	FY 1994
Salaries and Compensation	$569,000	$606,000
Personnel Benefits	135,000	152,000
Unemployment Compensation	0	20,000
Travel & Transportation	500	3,000
Meetings and Conferences	1,000	2,000
Postage	1,000	1,300
Local Telephone	5,000	6,000
Long Distance Telephone	500	1,000
Rental of Equipment	600	600
Rental of Space	130,000	133,000
Printing, Forms	15,000	24,000
Other Servc., misc.	1,100	1,100
Servc. of Other Agencies, LOC	28,000	28,000
Tuition & Training	1,000	2,000
Griev & Arbitration	15,000	25,000
Maintenace & Repair to Equipment	4,300	6,000
Data Base Services	0	10,000
Office Supplies	2,000	4,000
Books & Library Materials	1,000	2,000
Equipment	1,000	1,000
Total CRT Budget	**$911,000**	**$1,028,000**
Less Transfer from Royalty Funds	**781,000**	**884,000**
Total Regular Bill Funds	**$130,000**	**$144,000**

COPYRIGHT ROYALTY TRIBUNAL

	Total	Transfer from Royalty Fund	Regular Bill
1993 Regular Bill......	$ 911,000	-$781,000	$130,000
1994 Estimates.........	1,028,000	-$884,000	$144,000
	$ 117,000	103,000	$ 14,000

JUSTIFICATION OF INCREASES

		FY 1993	FY 1994	INCREASE
1.	Salaries and Compensation.... Current level + $37,000	$569,000	$606,000	$37,000

This increase to current level for salaries and compensation is necessary to provide for the annualization of the 1993 pay raise, effective January 1, 1993; the 1994 ECI adjustment of 2.2% on January 1, 1994; and within-grade increases for six Tribunal staff programs.

		FY 1993	FY 1994	INCREASE
2.	Personnel Benefits........... Current level + $17,000	$135,000	$152,000	$17,000

The increase in personnel benefits is primarily a result of personnel compensation adjustments in FY 1993 and 1994 and increases in agency contribution for health insurance and CSRS/FERS retirement programs.

		FY 1993	FY 1994	INCREASE
3.	Unemployment Compensation...	-0-	$ 20,000	$20,000

These funds will be used for unemployment compensation for former employees.

		FY 1993	FY 1994	INCREASE
4.	Travel & Transportation..... Current level + $2,500	$ 500	$ 3,000	$ 2,500

This increase will enable the commissioners and the general counsel to communicate the Tribunal's functions and responsibilities to the parties which appear as claimants and their attorneys. Additionally, these funds may be used to cover travel costs for Tribunal staff to participate in seminars within Metropolitan Washington.

FY 1993 FY 1994 INCREASE

5. Meeting and Conferences...... $1,000 $2,000 $ 1,000
Current level + $1,000

This increase provides for the cost of registration and attendance of CRT personnel at trade industries and other government meetings and conferences on copyright and communication issues.

6. Postage..................... $1,000 $1,300 $ 300
Current level + $300

This amount represents anticipated increase in the cost of postage.

7. Local Telephone............. $5,000 $ 6,000 $ 1,000
Current level + $1,500

This requested increase is based on the percent of increase in the cost of telephone service during the previous fiscal year and projected cost for fiscal year 1993.

Long Distance.................$ 500 $ 1,000 $ 500
Current level + $500

To cover costs of long distance service other than FTS2000.

8. Rental of Space.............$130,000 $133,000 $ 3,000
Current level + $3,000

The GSA estimate of rental costs for the Tribunal's current office space for FY 1994 is $133,000.

9. Printing, forms............ $15,000 $24,000 $ 9,000
Current level + $3,000

This increase is needed to fulfill the Tribunal's new and current statutory responsibilities for printing of notices, determinations and final rules in the Federal Register and Code of Federal Regulations.

10. Tuition and Training......... $ 1,000 $ 2,000 $ 1,000
Current level + $1,000

To provide for the cost of tuition and training of CRT personnel.

11. Grievance & Arbitration.....$15,000 $25,000 $10,000
Current level + $10,000

This increase will be needed for the cost of reporting and transcription services for the Tribunal's hearing schedule in FY 1994. Presently, the agency anticipates conducting proceedings in the areas of cable and satellite distribution. Additionally, the Tribunal's distribution proceedings will expand dramatically to comply with the Audio Home Recording Act.

	FY 1993	FY 1994	INCREASE
12. Maintenance Contracts........ Current level + $1,700	$ 4,300	$ 6,000	$ 1,700

With the procurement of additional office equipment, the cost of maintenance contracts will increase. This request is based on an inflationary increase in the cost of those contracts.

13. Data Base Services..........	-0-	$10,000	$10,000

The Tribunal is requesting funding for a commercial data base service through the Library of Congress' FEDLINK service. Attorneys file motions, stipulations, briefs and other legal documents with the Tribunal that include federal case law and other legal citations; but, the references maintained by the Tribunal are not current. A data base service provides access to current case laws, the United States Code, the Code of Federal Regulations and many other research material which the commissioners and general counsel must utilize in carrying out their responsibilities. The data base service would obviate the need for the Tribunal to update and/or purchase otherwise necessary publications whose costs would exceed the costs of the data base services. This request will provide approximately 100 hours of online service.

14. Office Supplies.............. Current level + $2,000	$ 2,000	$ 4,000	$2,000

This request is necessary to cover the increase usage and costs of office and data processing supplies.

15. Books & Library Matls........ Current level + $1,000	$ 1,000	$ 2,000	$ 1,000

This increase is necessary to maintain the current subscriptions to trade publications and periodicals which are not available on a data base service.

Total Increases..$117,000

SUMMARY

	FY 1993	FY 1994	INCREASE
Total Salaries and Expenses- Copyright Royalty Tribunal	**$911,000**	**$1,028,000**	**$117,000**

Schedule B

COPYRIGHT ROYALTY TRIBUNAL
ANALYSIS OF CHANGE TO BUDGET BASE BY ORGANIZATION AND OBJECT CLASS
FY 1994

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES		TOTAL CHANGES	
					EQUIPMENT, ALTERATIONS, MAINTENANCE REPAIRS, ETC.			
CATEGORIES	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Organization:								
Copyright Royalty Tribunal		74		43				117
2. Breakdown by Object Class:								
11 Personnel Compensation		37						
12 Personnel Benefits		17						
13 Benefits to Former Personnel		20						
21 Travel/Meeting/Conference				3				
22 Transportation of Things								
23 Rent, Communications & Utilities				5				
24 Printing and Reproduction				9				
25 Other Services				23				
26 Supplies and Materials				3				
31 Equipment								
32 Land and Structures								
42 Insurance Claims & Indemnities								
Total		74		43				117

Schedule C

COPYRIGHT ROYALTY TRIBUNAL
Detailed Analysis of Change by Organization

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1993	9	130
Plus: Estimated reimbursements Currently Authorized from Royalty Funds		781
Budget Base, 1993	9	911

	1994 Request	
	Staff	Amount ($000)
I. Adjustments to Base		
A. Mandatory Pay and Related Costs		74
1. Within-grade Increases for 6 staff positions.		8
2. Cost of Living Increases:		
January 1993 Cola		16
January 1994 ECI Adjustment - 2.2%		13
3. Increase agency costs for retirement and health programs		17
4. Unemployment Compensation		20
B. Price Level Changes		43
1. Meetings and Conference		3
2. Rent, Communication, Utilities		5
3. Printing		9
4. Other Services		23
5. Supplies and Materials		3
II. Net Increase		117
III. Total Appropriation Request, 1994	9	1,028

Schedule D

COPYRIGHT ROYALTY TRIBUNAL
Summary of Agency Request
FY 1994 Budget Request

	Calculation of Base	
	Staff	Amount
Appropriation, 1993	9	130
Estimated reimbursements		781
Budget Base, 93 (est.)		911
Proposed Changes for FY 1994		
Mandatory Pay and Related Costs		74
Program Type Changes:		43
Total Proposed Changes		117
FY 94 Budget Request	9	1,028

COPYRIGHT ROYALTY TRIBUNAL

Program and Financing (in thousands of dollars)

Identification code 09–0310–0–1–376		1992 actual	1993 est.	1994 est.
	Program by activities:			
10.00	Total obligations	861	911	1,028
	Financing:			
25.00	Unobligated balance expiring	4		
39.00	**Budget authority (gross)**	865	911	1,028
	Budget authority:			
	Current:			
40.00	**Appropriation**	130	130	144
	Permanent:			
68.00	**Spending authority from offsetting collections**	735	781	884
	Relation of obligations to outlays:			
71.00	Total obligations	861	911	1,028
72.40	Obligated balance, start of year	189	78	81
74.40	Obligated balance, end of year	−78	−81	−88
77.00	Adjustments in expired accounts	5		
87.00	Outlays (gross)	977	908	1,021
	Adjustments to budget authority and outlays:			
	Deductions for offsetting collections:			
88.00	Federal funds	−735	−781	−884
89.00	Budget authority (net)	130	130	144
90.00	Outlays (net)	242	127	137

Object Classification (in thousands of dollars)

Identification code 09–0310–0–1–376		1992 actual	1993 est.	1994 est.
	Personnel compensation:			
11.1	Full-time permanent	552	569	606
11.5	Other personnel compensation	10		
11.9	Total personnel compensation	562	569	606
12.1	Civilian personnel benefits	112	135	152
13.0	Benefits for former personnel			20
21.0	Travel and transportation of persons		2	5
23.1	Rental payments to GSA	109	130	133
23.3	Communications, utilities, and miscellaneous charges	5	7	9
24.0	Printing and reproduction	13	15	24
25.2	Other services	49	49	72
26.0	Supplies and materials	3	2	4
31.0	Equipment	8	2	3
99.9	Total obligations	861	911	1,028

Personnel Summary

	1992 actual	1993 est.	1994 est.
Total compensable workyears:			
Full-time equivalent employment	7	7	7

[Clerk's note.—The Program and Finance and Object Class tables reflect the budget justifications as submitted to the Subcommittee. Please check Appendix to the President's FY94 Budget for any changes that may be made subsequent to the January 1993 submission to the Subcommittee.]

GENERAL ACCOUNTING OFFICE

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Abbreviations

ADAMHA	Alcohol, Drug Abuse and Mental Health Administration
ADATS	Air Defense Anti-tank System
ADP	Automated data processing
AFMD	Accounting and Financial Management Division
AID	Agency for International Development
ASCS	Agriculture Stabilization and Conservation Service
BATF	Bureau of Alcohol, Tobacco and Firearms
BIA	Bureau of Indian Affairs
BIF	Bank Insurance Fund
BOP	Federal Bureau of Prisons
CFO	Chief Financial Officers Act
CHAMPUS	Civilian Health and Medical Program of the Uniformed Services
CIM	Corporate Infomation Management
COBRA	Cost of Base Realignment Action
CPE	Continuing professional education
CRO	Civil Rights Office
DOD	Department of Defense
DOE	Department of Energy
DOT	Department of Transportation
EC	European Community
EEO	Equal employment opportunity
EEOC	Equal Employment Opportunity Commission
EO	European Office
EPA	Environmental Protection Agency
ERISA	Employee Retirement Income Security Act
FAA	Federal Aviation Administration
FASAB	Federal Accounting Standards Advisory Board
FEO	Far East Office
FDA	Food and Drug Administration
FDIC	Federal Deposit Insurance Corporation
FEGLI	Federal Employees Group Life Insurance
FEHBA	Federal Employees Health Benefits Act
FEHBP	Federal Employees Health Benefits Program
FERS	Federal Employees Retirement System
FHA	Farmers Home Administration
FSLIC	Federal Savings and Loan Insurance Corporation
FTS	Federal Telecommunications System
FY	Fiscal year
GAO	General Accounting Office
GATT	General Agreement on Tariff and Trade
GGD	General Government Division
GPO	Government Printing Office
GSA	General Services Administration
GS&C	General Services and Controller
HCFA	Health Care Financing Administration
HHS	Department of Health and Human Services
HIS	House Information Systems

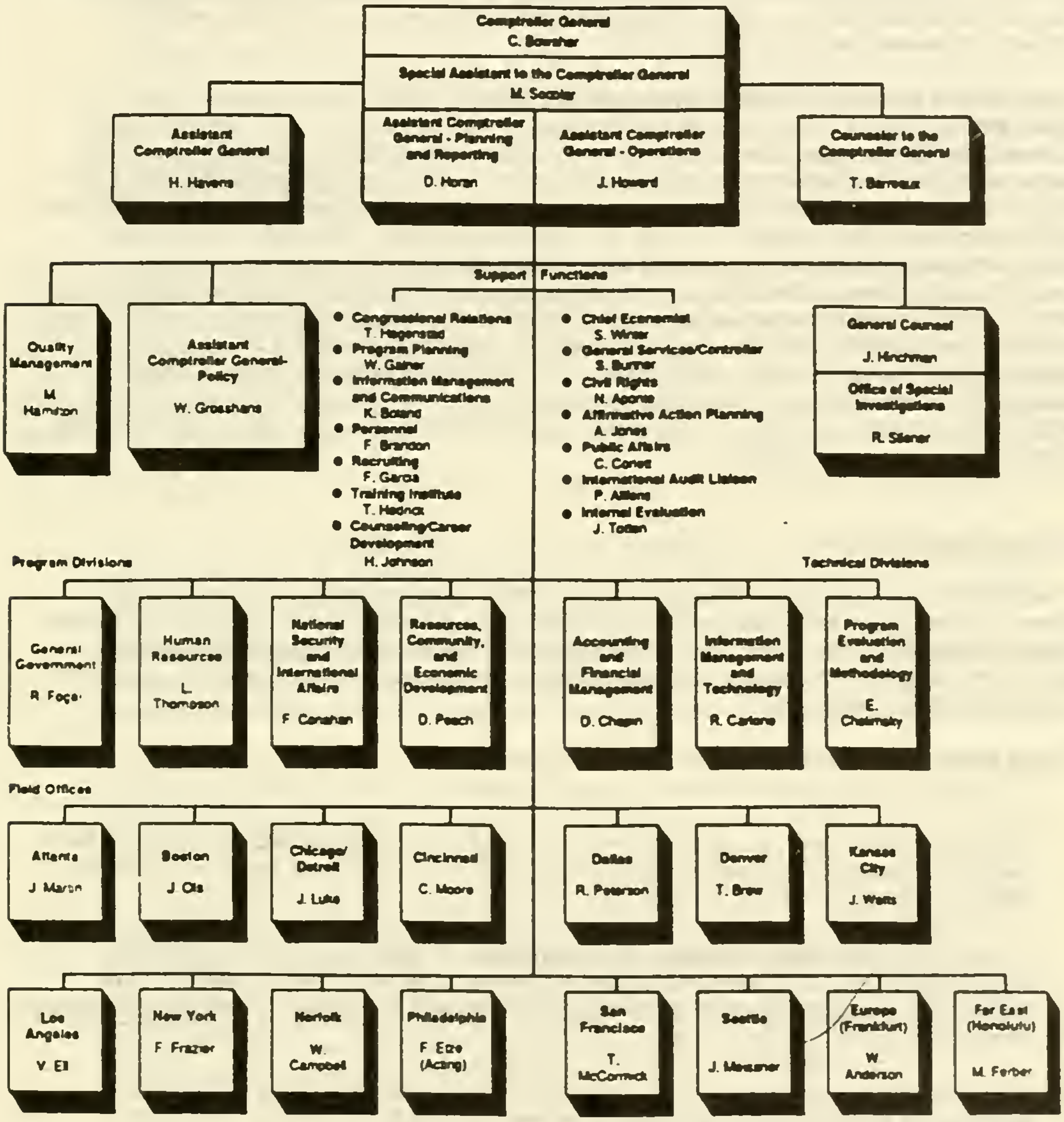
HRD	Human Resources Division
HUD	Department of Housing and Urban Development
HVAC	Heating, ventilation, and air conditioning
ICBM	Intercontinental Ballistic Missile
IDI	INTOSAI Development Initiative
IG	Inspector General
IMTEC	Information Management and Technology Division
INTERPOL	International Criminal Police Organization
INS	Immigration and Naturalization Service
INCOSAI	International Congress of Supreme Audit Institutions
INTOSAI	International Organization of Supreme Audit Institutions
IRM	Information Resource Management
IRS	Internal Revenue Service
ISTEA	Internodal Surface Transportation Efficiency Act
JCAHO	Joint Committee on Accreditation of Hospitals
JFMIP	Joint Financial Management Improvement Program
LAN	Local area network
NAFTA	North American Free Trade Agreement
NARA	National Archives and Records Administration
NASA	National Aeronautics and Space Administration
NATO	North Atlantic Treaty Organization
MATS	Management and Assignment Tracking System
NFC	National Finance Center
NIH	National Institutes of Health
NLRB	National Labor Relations Board
NSIAD	National Security and International Affairs Division
OAAP	Office of Affirmative Action Plans
OBRA	Omnibus Budget Reconciliation Act of 1990
OCE	Office of the Chief Economist
OCG	Office of the Comptroller General
OGC	Office of the General Counsel
OMB	Office of Management and Budget
OIP	Operations Improvement Program
OPA	Office of Public Affairs
OPM	Office of Personnel Management
OSI	Office of Special Investigations
PAQRS	Post-Assignment Quality Review System
PBGC	Pension Benefit Guaranty Corporation
PEMD	Program Evaluation and Methodology Division
PFP	Pay-for-Performance
PHS	Public Health Service
rBGH	Recombinant Bovin Growth Hormone
RCED	Resources, Community, and Economic Development Division
RTC	Resolution Trust Corporation
SDI	Strategic Defense Initiative
SEC	Security Exchange Commission
SES	Senior Executive Service
SSA	Social Security Administration

SSC	Superconducting Super Collider
TI	GAO Training Institute
UNESCO	United Nations Educational, Scientific and Cultural Organization
USAF	United States Air Force
USC	United States Code
USDA	United States Department of Agriculture
USPS	United States Postal Service
VA	Department of Veterans Affairs
WAN	Wide Area Networks

United States General Accounting Office

GAO

Organization of the U.S. General Accounting Office



Charles A Bowsher

Comptroller General of the United States

OVERVIEW OF GAO'S BUDGET

As in prior years GAO has continued to concentrate on providing the Congress with products of high quality that address major national issues pending before the Congress. To maintain this emphasis, the Appropriations Committees have provided the necessary financial support to allow GAO to enhance its productivity, efficiency, and effectiveness by concentrating some funding on removal of asbestos from its physical facilities and modernization of its technology. Modern technology, successful recruitment of talented people, and a heavy investment in training have allowed GAO to increase its productivity and enhance the quality of its services to the Congress over the last decade without any increase in staffing. In addition, technological innovation and the productivity gains GAO is realizing more and more demands sophisticated hardware, and specialized software which must be purchased, modified, developed, and maintained.

Although budgets have been tight over the past several years, GAO has been supported by the Congress with adequate funding levels through fiscal year 1992. In fiscal year 1993, however, severe reductions to the GAO budget will seriously impact on the agency's ability to travel, contract, supply necessary equipment in support of its audit and evaluation work, and remove asbestos from the GAO building. It is also likely that GAO will need to consider either a furlough or reduction-in-force (RIF) in the latter half of the fiscal year in order to live within its current appropriation. Carrying current budget restraints through fiscal year 1994 would have a deleterious effect on GAO's overall operations. Therefore, the budget request for fiscal year 1994 presents what GAO needs to permit essential travel, essential contracting for specialized expertise in support of audit and evaluation assignments, continued removal of asbestos from the GAO building, and equipment purchases necessary for the use of professional staff in the performance of their audit work. The funding increase requested does not provide for the restoration of any of the 162 average positions cut in fiscal year 1993, but is to cover essential activities for the currently approved staffing level of 4,900 full-time, average positions and only essential support for those employees.

Fiscal Year 1992 Highlights

GAO had another productive year addressing national and international issues of concern to the Congress. Agency goals during the past year continued to focus on how best to serve the needs of the Congress–making GAO more responsive, producing high quality and timely products and services, determining the relevance of reports to the congressional agenda, and spotting trends that require the commitment of future resources.

Significant issues addressed during fiscal year 1992 include

- In the budget area, GAO issued a comprehensive report examining the influence of federal fiscal policy on economic growth and addressing the long-term implications of the Federal budget deficit.
- In the defense area, GAO's reports on Operation Desert Shield/Desert Storm provided the Congress with up-to-date costs and funding requirements as well as efforts related to force deployment, including evaluation of training preparation and the roles and experiences of military women.
- In the food and agriculture area, GAO sponsored a forum for congressional staff and rural development community representatives to examine the problems affecting rural America, their underlying causes, and policy alternatives for addressing them.

- In the financial markets area, GAO's reports on international securities found that the Commodities Futures Trading Commission (CFTC) lacked the legislative authorities needed to fully share information and cooperate with foreign regulators and the Securities and Exchange Commission needed to collect information on financial activities of U.S. securities firms' unregulated affiliated, broker-dealer holding companies.

- In the health area, GAO reports analyzed options for containing the rapidly escalating cost of health care, improving access to health care for the 35 million Americans who lack any health insurance, and overcoming federal barriers to implementing health care reforms of various states.

- In related work, GAO's report on breast cancer prevention, treatment, and research from 1971 to 1991 concluded that more effective treatment to improve survival rates and disease prevention cannot occur until fundamental knowledge gaps are addressed.

- In the financial management area, GAO trained over 1,000 Inspectors General (IG) staff to perform financial audits, published new financial audit methodology for Chief Financial Officer Act (CFO) audits, and developed software tools for conducting the audits.

The value of GAO's work to the nation also continued to be demonstrated during this past year. GAO recommendations issued in prior years continue to be implemented. This past fiscal year, 1,171 recommendations made by GAO over the last 5 years were implemented. In addition, GAO made 1,715 recommendations in fiscal year 1992 citing specific actions that the Congress and federal agencies could undertake within the next 4 years to improve government operations and reduce costs. During fiscal year 1992, our work contributed to legislative and executive actions that yielded a record $36.2 billion in measurable financial benefits, or $82 for every dollar appropriated to GAO for fiscal year 1992.

Examples of significant government financial benefits resulting from GAO reports or testimony follows.

- GAO continued to scrutinize annual Department of Defense (DOD) funding requests for military operations. As a result of this work, the Appropriations Committees reduced military services' operation and maintenance and air defense initiative budgets by over $5.5 billion.

- GAO identified weaknesses in the systems, controls, and procedures used by the Air Force to budget for reparable spare parts. Acting on GAO's recommendations, the Senate Appropriations Committee reduced the Air Force's fiscal year 1992 budget by $73 million.

- The Congress rescinded $14.7 billion of supplemental funding for Operation Desert Shield/Desert Storm and terminated the Persian Gulf Regional Defense Fund. GAO had provided the Congress with numerous testimonies, reports, and briefings on DOD 's access to the funding.

- GAO continued to target specific improvements in Medicare. Congress adopted GAO recommendations to extend the secondary payer provisions for Medicare disability beneficiaries resulting in savings of $891 million to the Medicare program.

- GAO's reports on USDA major systems acquisitions and capacity management led to savings of $214 million at the Farmers Home Administration (FmHA), the Agricultural Stabilization and Conservation Service (ASCS), and the U.S. Forest Service.

- GAO had provided the Congress with 17 reports and testimonies since March 12, 1987 that addressed the design and construction of 2 new tritium production reactors. In September 1992 the Secretary of Energy announced that this program would be deferred and reactor design efforts would be brought to a prompt and orderly closure. Future savings resulting from this decision are conservatively estimated at $3.531 billion, based on the lower cost of the 2 reactor alternatives.

- The Department of Justice collected a $25 million fine in an out-of-court settlement with Exxon related to the Exxon Valdez oil spill. In preparation of its criminal case against Exxon, the Department's use of GAO's cost figures, developed from extensive records analysis and interviews with officials of the 10 federal agencies involved in spill-related activities, avoided duplication of efforts and was essential to the Department's investigation.

In addition, 192 of the GAO recommendations adopted in fiscal year 1992 resulted in significant, nonmonetary accomplishments that led to substantive improvements in government operations. Examples are as follows.

- The Department of Defense made several improvements to the 1993 base closure review process, which will affect at least 15 bases, addressing problems with the Cost of Base Realignment Action (COBRA) Model noted by GAO.

- The Department of Veterans Affairs (VA) adopted a GAO recommendation to revise medical criteria in its disability rating schedule for which the last comprehensive update had occurred in 1945.

- The Congress and Treasury made changes to the Tax-Exempt Bond Program to ensure that housing projects financed with such bonds better serve lower income renters.

- The Congress made the Chief Executive Officer of the Resolution Trust Corporation (RTC) a Presidential appointment and separated the RTC from the Federal Deposit Insurance Corporation (FDIC).

- The Secretary of the Treasury simplified 5 federal tax deposit rules in line with GAO recommendations that employers be required to make deposits at specific time intervals and be advised in advance of the deposit dates.

- The U.S. Department of Education implemented 10 recommendations to enhance management and strengthen support systems and services.

- The Congress authorized national early intervention and evaluation of tuition guarantee programs to increase the access of low income and potential first generation college students to postsecondary education. GAO had reported on the success of private programs in these areas at increasing access of poor and minority youth to higher education.

- The Congress took action to encourage states to enact motorcycle safety laws. GAO had reported that helmet laws reduced fatalities by 20 to 40 percent and substantially reduced costs of care for injured riders.

- The Health Care Financing Administration (HCFA) implemented a GAO recommendation to conduct Medicare cost effectiveness reviews and to determine the extent to which information resources management guidelines apply.

GAO's high-risk work and other reviews continue to be conducted in support of congressional concerns and priorities, namely those that focus on: 1) the identification and elimination of serious mismanagement, fraud, or abuse and 2) improvements to the government's internal controls and financial management systems. As a result, GAO again spent considerable time and resources studying and reporting on management at federal agencies, focused on ensuring that major government programs complied with laws and regulations and that government funds were spent legally and were accounted for accurately. GAO recommendations issued during this period reemphasized the critical need for changes in policies, procedures, and management structures of major government programs necessary to better achieve desired program results and/or achieve congressionally mandated objectives at lower costs.

Program areas of concern to the Congress that GAO is continuing to scrutinize include

- vulnerability of Medicaid to fraud and abuse.
- shortcomings of the guaranteed student loan program.
- DOD manpower issues and major systems acquisitions.
- revision of the tax code to ease taxpayer burden and improve tax administration.
- financial statement audits of legislative entities.
- management and cost-effectiveness of DOE weapons complex modernization and cleanup programs.
- contractor oversight and related practices at the Environmental Protection Agency (EPA) and the National Aeronautics and Space Administration (NASA).
- work place safety and health and reemployment of dislocated workers.
- long-term health of the Social Security Trust Fund.
- measuring the effectiveness of the War on Drugs.

GAO is committed to accomplishing its work, planned in response to congressional concerns, using the current authorized level of staff resources.

Fiscal Year 1993 Funding

Fiscal year 1993 funding is challenging GAO to do more with less. Unlike prior years in which GAO received some additional funding to help meet mandatory pay and related cost changes, price level changes, and workload changes, fiscal year 1993 funding is a reduction of $7 million from the level appropriated for fiscal year 1992. In addition, GAO has lost $5 million in offsetting rent collections resulting from the Bureau of Labor Statistics vacating space in the GAO Building and is required to reduce its staff by 162 average positions. Although GAO would prefer to avoid disrupting agency operations by having to impose a furlough or reduction-in-force on its talented staff, GAO may find one of those options necessary to achieve fiscal year 1993 budget levels.

Absorption of these reductions, along with nearly $31 million in increased mandatory pay and related costs and inflation, is being met in part through a hiring freeze (staffing reduction) and through drastic reductions in GAO's travel, contracts, and other mission support services. A hiring freeze may have a longer term effect on GAO's ability to attract high quality college graduates to the performance of its work. Considerable time was required to build GAO's successful recruiting program. Lack of use could undermine some or all of its future effectiveness. More importantly, a certain vitality that comes from attracting, motivating, and retaining new staff with a fresh way of looking at old problems will be impaired as long as the hiring freeze is in effect.

Fiscal Years 1993 and 1994--Focus of GAO Work

GAO has increased the emphasis on the need to fully understand the issues the Congress is likely to address over the next several years, as well as external socioeconomic and technological trends. Thus, in the planning process, the agency consults broadly with congressional members and staff, as well as a wide spectrum of outside experts. In addition, the agency is exploring ways to refine and improve upon how work priorities are set, to assure a focus on high priority national issues.

GAO's goals and plans for work will emphasize commitment to work involving high priority issues of both congressional and national concern as well as major oversight activities and initiatives. Agency resources over the next 2 fiscal years will be devoted to such issues of major interest to the Congress as

- Achieving budgetary savings in the defense area that will help reduce the national deficit. Future savings in defense program spending targeted by GAO to reduce the deficit will focus on how conventional forces are being reduced and the impacts these reductions are having on the operation and maintenance of major weapons systems and bases.

- Examining the severity of state and local fiscal problems and federal effectiveness at fulfilling federal human services programs.

- Continuing to focus on the changes in the financial services industry--banks, savings and loan institutions, investment banking firms, and insurance companies.

- Reviewing quality assurance issues that affect private health care programs and ways to refine the entire federal health care delivery system as well as addressing education reform and meeting national education goals.

- Assessing whether Medicare fee schedules and payment formulas are appropriate and focusing on Medicaid vulnerability to fraud and abuse.

- Reviewing national transportation issues and monitoring DOE's weapons complex modernization and cleanup programs.

- Monitoring the implementation of the CFO Act of 1990 and reporting to the Congress a summary of its findings and recommendations related to high-risk programs.

To devote adequate resources to work addressing major issues of high congressional and national concern, to continue work on areas where long-standing problems involving billions of dollars are at stake, and to assess the costs and the effectiveness of other federal programs, GAO will require additional funding.

A high level of quality GAO products and services could not have been sustained over the years without adequate resources. Such resources have allowed GAO to introduce and capitalize on emerging technology to better support current operations and to better plan and prioritize assignments to manage an increased workload, without increasing staff. In an effort to effect long-term efficiency gains, agency management has examined how the agency is organized and has, where appropriate, closed regional suboffices, consolidated audit sites, and reduced administrative support staffing. In addition, GAO is adopting a quality management process, which thus far has been used to analyze key processes and survey congressional satisfaction with GAO work.

Fiscal Year 1994 Appropriation Request

For fiscal year 1994, GAO is requesting $497,585,000, an increase of $62,418,000 or 14 percent more than the level of funds appropriated for fiscal year 1993 ($435,167,000). Fifty-two percent ($32,420,000) of the requested increase is required to fund mandatory cost increases for personnel compensation and benefits, including cost-of-living adjustments, promotions, locality pay, and ingrade increases. Thirty-six percent ($22,188,000) of the increase is needed for equipment, alterations, maintenance, and repairs including funding to maintain the schedule for asbestos abatement and renovation of the GAO Building. As part of that process, GAO needs to continue to install modern telecommunications equipment to improve staff communications and reduce dependence on travel expenditures for internal meetings, and to upgrade GAO's microcomputer and software technology to enhance the efficiency and effectiveness of GAO evaluators and help compensate for reductions in staffing from the fiscal year 1991 level.

The funding increases received prior to fiscal year 1993 permitted the agency to manage an increasing congressional workload and to continue to provide high levels of products. If GAO is to continue the asbestos removal and renovation of the GAO building and maintain its output levels, it will need to have funding cut in fiscal year 1993 restored.

Changing Mission and Growing Work Load

Since fiscal year 1983, GAO's audit and evaluation work, which is divided into 36 issue areas, has experienced a dramatic increase in the congressional requests and mandates in the percentage of its staff resources devoted to that work (as shown in figure 1 on the next page). The nature of the work has continued to change for more than four decades. Prior to World War II, GAO's primary role involved checking the accuracy, the legality, and support for federal vouchers. As the needs of the Congress for audits, program evaluations, and policy analyses have grown and shifted over the years, GAO has changed to meet those needs.

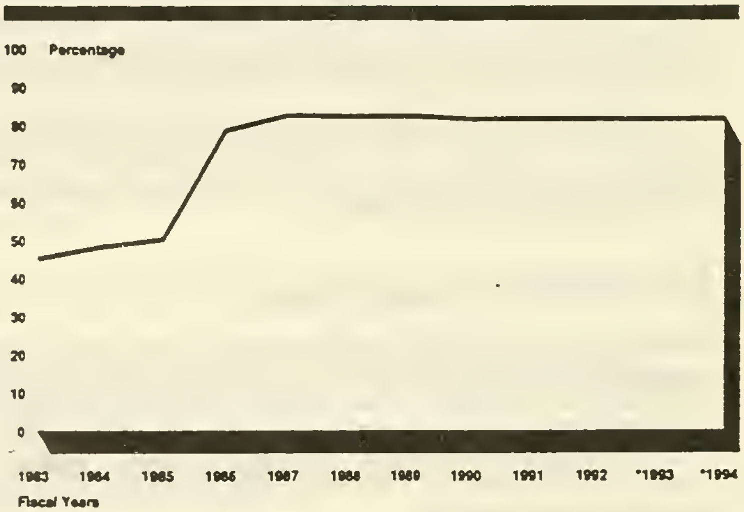
Today, most of GAO's staff resources are spent either auditing federal financial activities or evaluating the efficiency, the economy, and the effectiveness of federal programs in the executive branch pursuant to statutory requirements or at the request of congressional committees and members. In addition to laws modifying or expanding GAO's overall mission, numerous provisions in other laws have directed GAO to undertake specific audits or reviews or have given the GAO new authority to examine agency activities previously off limits, such as those of the Federal Bureau of Investigation (FBI), the Internal Revenue Service (IRS), and the Federal Reserve System. Moreover, numerous other studies have also been directed over the years to be performed by GAO as a result of congressional committee reports or have been requested by committee chairs, ranking minority members, or individual Senators and Representatives.

The continuing congressional reliance on GAO for accurate, objective analyses in support of its deliberations on important decisions facing the nation has corresponded proportionally, over the years, to the actual increase in direct assistance provided by GAO to the Congress. (See figure 1, below) Today, as in recent years, more than 80 percent of GAO's work is done at the specific request of the Congress, compared with 57 percent in fiscal year 1985. During fiscal year 1992, 1,787 assignments were completed.

The level of GAO requests has grown considerably over the years. On average, GAO has between 1,300 and 1,500 assignments under way at any given time. While the number of reports and requests for staff assistance has increased steadily, the agency's authorized staffing level, which remained almost unchanged from the mid 1970's to the early 1990's, has been decreased for fiscal year 1993. As increased demand for GAO assistance has also become more technical and complex, GAO has been forced to make greater demands of its staff.

The agency has addressed this challenge by constantly redirecting resources to meet the workload demands, continually seeking ways to increase productivity, and until this fiscal year recruiting and retaining a more sophisticated and better-trained work force.

Percentage of Direct Assistance Provided to the Congress (figure 1)



*Estimated

Measurable and Nonmeasurable Financial Benefits Reported in Fiscal Year 1992 Resulting From GAO Work and Products Issued

Much of GAO's work results in recommendations to the Congress and federal agencies on improvements needed in the management and the efficiency of government operations and programs. In fiscal year 1992, GAO made 1,715 such recommendations.

Each year, the Congress's and federal agencies' response to GAO's recommendations result in billions of dollars of financial benefits. In 1992, GAO contributed to legislative and executive branch actions that resulted in $36.2 billion of measurable financial benefits. These benefits, summarized in table 1, ranged from budget reductions by the Congress and the executive branch to more effective use of funds for more pressing needs.

Table 1: Measurable Financial Benefits Reported in Fiscal Year 1992
(Dollars in millions)

	Period of Accomplishment			
	Prior FY's	FY 1992	Future FY's	Total
Total	$3,185.8	$23,761.9	$ 9,243.5	$36,191.2
By category				
Measurable budgetary benefits	2,807.9	18,993.9		21,801.8
Other measurable benefits	377.9	4,768.0	9,243.5	14,389.4

Table 2 shows, by issue area and area of interest, total measurable financial benefits to which GAO's work contributed.

Table 2: Financial Benefits Attributable to the Work of GAO in Fiscal Year 1992 by Issue Area/Area of Interest (Dollars in millions)

Issue Area/Area of Interest	Measurable financial benefits amounts
Financial institutions and markets	0.8
International trade and finance	52.3
Tax policy and administration	69.0
Administration of justice	26.2
Federal management issues	37.5
Workforce quality	97.7
Government business operations and information	16.5
Income security	751.0
Medicare/Medicaid	984.2
Federal health care delivery	370.0
Education and employment	341.3
Air Force	2,124.7
Army	4,816.0
Navy	941.0
Research, development, acquisition and procurement	15,301.1
Logistics	2,513.1
Command, control, communications and intelligence	751.9
Security and international relations	24.1
Foreign economic assistance	11.7
NASA	38.1
Energy and science	3,578.2
Food and agriculture	2,145.7
Transportation	576.7
Housing and community development	4.7
Natural resources management	0.1
Defense audits	73.0
Civil audits	31.7
Information management and technology	505.0
Investigations	8.1
Total	$36,191.2a/

a/ Sum does not equal total due to rounding.

Most important, considering the critical fiscal problems facing the government, GAO's work contributed to legislative and executive branch actions taken in 1992 that result in record-breaking financial benefits of over $36.2 billion--2 percent higher than in 1991 and 125 percent higher than in 1990. Sources of these savings were very diverse, including revenue enhancements, program terminations, and program modifications. Some of the affected areas were civil penalties for occupational safety and health violations ($335M), federal information management technology ($551M), and new production reactor for nuclear materials (3,531M), Coast Guard patrol boats ($329M), Medicare legislation affecting secondary payers ($891M), the Persian Gulf regional defence fund ($14,696M), excess defense inventory ($2,478M), the Abrams Tank ($3,140M), the C-17 Aircraft ($560M), the B-2 Bomber ($400M), and the Advanced Cruise Missile ($336M).

In addition to these measurable financial benefits, GAO contributed to other significant improvements in government operations, the benefits of which cannot easily be calculated in dollars, at 54 percent increase over last year and a 5-year high. Examples include GAO's work on motorcycle helmet legislation, meat inspection procedures and labeling requirements, early warning of problems at financial institutions, health care for women veterans, the computer operations at the Nation's stock exchange, the manufacture of heart pacemakers, and government contracting with minority-owned and women-owned businesses.

Fiscal Year 1992 Accomplishments and Agency Plans and Objectives

Planning of GAO Issue Area Work

GAO's primary goal is to serve the Congress's need for accurate, objective, and timely information. Issue area plans, each covering 2 to 4 years, help ensure that individual assignments focus on congressional needs and that resources are well allocated. The plans are reviewed annually and revised if needed.

Highlights of GAO work accomplished this past year, as well as planned GAO work in 35 issue areas and areas of interest are discussed in detail below as well as agency plans to emphasize certain work. Attachments A and B of this overview summarize the resources planned for use in each issue area during fiscal years 1993 and 1994.

Financial Institutions and Markets

GAO's work this past fiscal year has had a major influence in improving the laws, regulations, and practices of banks, thrifts, securities firms, insurance companies, and other financial market participants. GAO reported on such diverse areas as the

- financial condition of various segments of the industry,
- vulnerabilities in the financial services system, such as risks involved in automated systems,
- defects in the effectiveness of regulatory programs,
- implications of federal policies that prescribe the legal authorities for various segments of the financial services industry, and
- implications of the increasing internationalization of the industry.

GAO provided information, objective analysis, recommendations, and options on aspects of modernizing or reforming current market structures. GAO also continued to address safety and consumer protection issues this past year. GAO's work in banking and thrift regulation in fiscal year 1992 resulted in explicit improvement in regulatory authority and capital and accounting rules that reduce taxpayer exposure to losses from failed banks. GAO reports on government-sponsored enterprises contributed to the legislation establishing a new regulatory structure to oversee and establish capital rules for enterprise activities. GAO has become the only place in the federal government with the expertise and experience to tackle the difficult regulatory issues involved in state insurance regulation and has worked to strengthen this industry's regulation and policyholders' protection. GAO again reported on the poor protection that Securities and Exchange Commission's (SEC) oversight of investment advisers provide and recommended establishing minimal regulatory standards or repealing requirements for federal regulation of advisers. GAO also worked to improve the trade practices regulations of the Commoditiy Futures Trading Commission and to strengthen its regulatory and investigative powers. These and other GAO work designed to improve capital requirements and strengthen the regulation of financial services industries has resulted in a stronger financial system and regulatory structure to protect the American public.

During the next few years, GAO will continue to focus on the changes in the financial services industry. Banks, savings and loan institutions, investment banking firms, and insurance companies previously offered different sets of products and services. Financial institutions are rapidly evolving into a single industry in which all sectors compete with each other and the industry as a whole must compete in an international market. Integration, consolidation, and internationalization trends in the industry resulting from competition, technological change, and deregulation have raised serious questions about the continuing soundness of our financial institutions and markets, as well as the adequacy of the regulatory structure to deal with this industry. Throughout the next few years, GAO will continue the work required to provide the Congress with the information it needs to make decisions for the new financial services industry.

Tax Policy and Administration

GAO's work in this area this past fiscal year has provided information and analysis to improve compliance with the country's tax laws, improve Internal Revenue Service's (IRS) ability to effectively manage its tax administration activities, assess its progress in modernizing the tax processing system, support needed tax law revision aimed at easing taxpayer burden, and improve tax administration.

Tax compliance continues to be a serious problem. IRS estimates that the tax gap caused by self-employed individuals' (which include independent contractors) not reporting total income was $20 billion in 1992. In fiscal year 1992, GAO recommended that the Congress establish clear rules for classifying workers as independent contractors and consider legislation to improve independent contractor compliance through withholding or improved information reporting. This past fiscal year, GAO also reported that no reliable statistical information was available to estimate the current level of federal motor fuel excise tax compliance and recommended that the Congress explore the level of tax evasion with agencies and industry; if it is sufficiently high, the point of tax collection should be changed.

In the area of tax simplification, GAO's work this past year helped the Congress formulate legislation to reform the tax treatment of intangible assets and consider the policy implications of extending various expiring tax provisions. GAO's work during this period also formed the foundation for IRS efforts to simplify payroll tax deposit requirements.

IRS continues to struggle to stem the growth of the accounts receivable inventory. For example, in fiscal year 1991, the inventory increased more than $110 billion while collections actually declined by 5 percent. This finding led GAO to recommend changes to help IRS more effectively prioritize taxpayer delinquencies and improve collections. GAO also reported on whether foreign companies underpay income taxes by improperly using transfer pricing. It concluded that, while foreign-controlled companies often report lower gross profits, net income, and U.S. taxes as a percentage of sales than their U.S. counterparts, those statistics do not prove widespread impropriety. GAO recommended steps that IRS could take to better administer transfer pricing issues. GAO concluded that the effectiveness of the earned income credit advance payment system was difficult to determine since few low-income wage earners know about the option. GAO recommended that IRS ensure eligible taxpayers' awareness of the option and improve compliance of those people who receive the advance payment.

GAO made a number of recommendations in fiscal year 1992 to improve the general management at IRS. GAO testified that the major tax system modernization currently underway at IRS offers an opportunity to totally change the way it administers the tax system in the future. GAO noted the possibilities of consolidating field locations, establishing cross-functional telephone service, merging enforcement functions into a single compliance unit, and revising key work processes. GAO said it was important that IRS complete the relevant and necessary business analyses before locking itself into a particular technical implementation.

GAO noted that IRS had taken steps to improve annual business reviews--a key element of IRS's strategic management process--and recommended additional actions to further improve the process. Compliance 2000 is a major IRS initiative to improve taxpayer voluntary compliance directed toward discerning the root causes of noncompliance and applying appropriate remedies. GAO testified that Compliance 2000 is a worthy idea that will require IRS to take some critical steps to successfully implement, including an effective management and evaluation program.

GAO reported that many thousands of IRS employees who are vulnerable to conflicts of interests were not filing confidential disclosure statements. GAO made recommendations to expand the filing requirements and ensure that reviewing officials have the information needed to effectively review the statements. Employee ethics and integrity continue to be concerns and GAO noted that IRS needs to improve employee communications and ethics awareness as well as change perceptions about the fairness of IRS disciplinary actions. GAO also recommended that IRS improve the implementation of certain provisions of the 1988 Taxpayer Bill of Rights and that it strengthen management practices related to the initiation, cost control, and monitoring of undercover operations.

GAO work in this area in fiscal year 1992 resulted in significant financial benefits. GAO's review of the IRS' revenue estimation methodology noted that IRS training program costs were not included. As a result of GAO work, IRS refined its revenue estimation methods and also restructured its training program to reduce costs. This work led to cost savings of $28 million. In addition, $41 million in cost savings was achieved as the result of GAO's review of IRS' Taxpayer Services Integrated System. IRS decided to cancel the automation project as a result of system problems pinpointed by GAO.

Future GAO work in this area will be directed at helping the Congress, the Department of the Treasury, and IRS enhance the overall efficiency, effectiveness, fairness, and integrity of the tax system. GAO will focus on policy and administration questions as they relate to business, individual, and international tax issues as well as the issues of taxpayer assistance, returns processing and tax system modernization, and other aspects of IRS management.

Administration of Justice

GAO, in fiscal year 1992, issued a series of reports that examined and analyzed the Federal Bureau of Prison's (BOP) operations and facilities expansion program. GAO found that BOP could realize significant cost savings if prison designs were altered and double-bunking were increased. Expanded use of existing half-way houses would also save money. Operating improvements could also be achieved by better succession planning and improved recruitment efforts. During fiscal year 1992, GAO achieved almost $24 million in cost savings as a result of changes in BOP policies due to GAO recommendations.

GAO has also undertaken the important work of reviewing the government's efforts to combat financial institution fraud. In fiscal year 1992, GAO found that the government's response has been less than effective in many regards. Debt collection of civil and criminal fines, judgments, and restitutions has been lagging--generally at 5 percent or less. Turning to the efforts of the responsible agencies, namely, the Department of Justice, Resolution Trust Corporation (RTC), and Federal Deposit Insurance Corporation (FDIC), GAO found the government's performance to be mixed, somewhat uncoordinated, and needing improvement. In the latter part of fiscal year 1992, GAO testified on three separate occasions about these problems to the Congress. As a result, debt collection has improved, policy changes were enacted at RTC, and greater public attention has been focused on these problems.

During fiscal year 1992, GAO has also assessed the efforts of the government to effectively pursue the war on drugs. Most of the work has been completed on a comprehensive drug capping report that GAO will issue early next year. This report summarizes a variety of studies conducted throughout GAO to assess government programs aimed at drug control and demand reduction. Important issues in the drug war include (1) how to judge effectiveness, (2) how to maximize the impact of funds expended, and (3) selection of the proper strategies in pursuing the drug war.

In a report and subsequent testimony for a House subcommittee, GAO identified serious management problems with the Department of the Treasury's processing of civil penalty cases for violations of the Bank Secrecy Act. Because of lengthy delays, the statute of limitations had expired on several cases before penalties could be assessed. In fiscal year 1992, GAO also concluded a major review of state efforts against money laundering, which found that federal support of these efforts is lacking because financial intelligence data are not accessible to state law enforcement agencies.

Significant improvements in the operations of the Bureau of Alcohol, Tobacco and Firearms (BATF) have been achieved this past fiscal year as a result of GAO studies and audits. Gun tracing activities and related processes have been upgraded and improvements noted. Another important effort involved an analysis of a potential nation-wide gang member data base. As a result of GAO work, significant changes will be made in any modeling of this system.

This past fiscal year, GAO has also undertaken a series of reports to examine the U.S. bankruptcy system and how the U.S. Trustee Program works. Recommendations addressing organization changes and operations improvement have been made to the Congress. With more than 1 million bankruptcies a year, the efficient and effective handling and disposition of such cases has become vital.

Sentencing guidelines, prerelease planning for inmates in prisons and boot camps and sentencing disparities were all subjects addressed in GAO reports this year. The common theme running through all this work is the need to better deal with the nation's crime problem.

GAO's work with the Immigration and Naturalization Service (INS) in fiscal year 1992 resulted in significant cost savings. Almost $2.5 million was saved based on GAO's recommendation to the INS to adopt a statistical method for its employer compliance inspections and resulted in substantially reducing the number of inspections that the INS must perform annually.

Future GAO work will continue to focus on how effective the war on drugs is, how to improve BOP operations, how to enhance the government's white-collar crime effort, and how to handle the increasing problems of illegal immigration. In addition, GAO will conduct a major study focusing on priority setting and resource allocation by the Department of Justice, Federal Bureau of Investigation, and Drug Enforcement Administration.

Federal Management Issues

During fiscal year 1992, GAO's work in this area focused primarily on improving agency organization and management and achieving financial savings by better managing federal assets. About one-third of the issue area's resources were dedicated to assessments of the overall management of federal agencies. These reviews have created a basis for more targeted congressional oversight and led to corrective agency actions. For example, a report on the management of the U.S. Customs Service led to two House hearings on the management of its trade enforcement activities. The Customs Service has committed to significant long-term changes in management to overcome basic roadblocks facing the successful accomplishment of its mission. GAO also reported on the progress being made at the Government Printing Office (GPO), where it had previously done a management review. In response to GAO's recommendation that production operations costs could be reduced by decreasing overtime on the weekends, GPO's net reductions in overtime will result in cost-savings of $5.4 million. In addition, GAO assisted the Library of Congress in the design and execution of a procurement for a paper deacidification plant which resulted in cost savings of $11.1 million, due to the elimination of unqualified bidders and deferral of the contract award.

In fiscal year 1993, GAO will continue or complete its ongoing management reviews and follow up on agency progress in addressing recommendations made in several other completed reviews.

About two-thirds of the issue area's resources were devoted to reviewing high-risk activities surrounding the management of nearly $200 billion in federal assets, both seized and forfeited assets, as well as the assets of failed savings and loans acquired by the RTC. GAO's work at the U.S. Marshals Service and Customs Service focused on their management of millions of seized and forfeited assets resulting from the war on drugs. GAO's recommendations led to an agreement by the two agencies to test the consolidation of these functions, which will reduce duplication of effort and save millions of dollars. GAO's work at RTC focused on the agency's progress in managing and disposing of its huge and growing inventory of hundreds of billions of dollars in assets. As a result of GAO's review of the RTC's policies and procedures for maintaining insurance on assets held by failed thrifts, the RTC established a new policy which will save $21 million in insurance premium payments. GAO's work has disclosed major problems in RTC's contracting systems, information systems, and programs for disposing of real estate assets. By comparison, RTC's activities in resolving failed thrifts and selling financial assets have fared well.

A broad range of work will continue to track the RTC's progress in fiscal year 1993. In addition, GAO will examine the overall management of the Department of Commerce.

Work Force Quality

GAO's recent work has demonstrated that the state of the public service is not what it should be and that, as a result, government programs and services have suffered. Significant improvements in federal human resource management have been made as a result of GAO's work. This work dealing with the public service has contributed to, among other things, improved programs for federal employees displaced due to downsizing, legislation affecting the proper use of experts and consultants, enhanced Office of Management and Budget (OMB) guidance to agencies on contracting for inherently governmental functions, expanded Office of Personnel Management (OPM) efforts to achieve administrative cost savings in the Federal Employees Health Benefits Program ($62 million) and as a result of the strengthening of federal policies governing the use of administrative leave ($35.7 million), improved Tennessee Valley Authority labor-management relations, stronger ethics regulations, and more effective implementation of veterans' preference.

Future GAO work will involve continued evaluation of what the government should do to attract, motivate, and retain people committed to providing high-quality public service. At the request of key congressional oversight committees, major reviews are under way focusing on hiring and promotion practices of government agencies, specifically assessing the government's hiring process and its progress in achieving a discrimination-free environment, the equity of federal pay classification systems, and the adequacy of financial disclosure systems. Other GAO work will involve evaluations of future critical work force issues, such as the aging work force, work force diversity, and work-family issues.

Government Business Operations and Information

As a result of GAO recommendations, the Department of Labor upgraded mailing operations which will save $14.9 million. In addition, GAO recommendations to the General Services Administration (GSA) to modify the terms of their overnight package delivery contract resulted in reducing mail costs by almost $1.6 million. During the next few years, GAO's work in government business operations will focus on adapting the businesslike functions of government to an increasingly competitive environment. The mission and varied roles of the Department of Commerce need scrutiny as the relationship between business and government changes. The productivity, pricing, service, and employment policies of the U.S. Postal Service will continue to generate congressional oversight and interest. The GSA will face renewed challenges to business as usual in interacting with the private sector to provide office space, supplies, and equipment to government agencies.

In the area of government information and statistics, GAO will continue to build on its recommendations for census reform to examine other problems with the statistical system, and help the Congress determine how the collection, protection, and dissemination of government information can be improved in an era of swift technological change.

Income Security

During fiscal year 1992, GAO's work contributed significantly to legislative and executive actions that will result in future financial benefits and improvements to program operations. For example, GAO proposed several major internal control improvements and program changes that were acted on in fiscal year 1992 and will result in savings of more than $751 million. These improvements included actions to (1) remove deceased persons from federal and state income security program rolls and collect overpayments, (2) encourage the passage of legislation to allow VA to use tax data to verify beneficiaries' incomes ($310 million), (3) strengthen the Computer Matching and Privacy Protection Act of 1988 ($105 million), (4) reduce VA pensions to veterans who receive Medicaid supported nursing home care ($150 million), (5) offset tax refunds to collect Social Security overpayments ($186 million), and (6) improve federal collection of insurance premiums to protect private pensions.

In addition, GAO reports and testimony addressed numerous policy issues affecting retirees, veterans, the poor, and the disabled:

- GAO helped the Congress focus on major legislative changes to pension laws under the Employee Retirement Income Security Act (ERISA) that will improve the financial condition at Pension Benefit Guaranty Corporation (PBGC). GAO analyzed approaches that will help strengthen funding of underfunded pension plans. Underfunded plans pose a $40- billion risk to PBGC.

- GAO described how lowering the age of Medicaid eligibility would reduce the retiree health liabilities of U.S. corporations.

- GAO highlighted public service issues that the federal government, and Social Security Administration (SSA) in particular, will face in the next decade.

- GAO disclosed the dearth of protections farmworkers have in the area of health and worker protection.

In the future, as in the past, GAO will focus a significant portion of its resources on the long-term health of the Social Security Trust Fund. It will analyze proposals on alternative trust fund investments and work to develop a procedure for proper accounting of trust fund balances.

GAO will also continue to study (1) the nation's major welfare reform initiatives to address their effects on long-term recipients and on the self-sufficiency of families; (2) the implementation of landmark child care legislation to develop a framework for evaluating trade-offs among cost, quality, and access; (3) alternative models for delivering long-term care services to the elderly and the disabled; (4) policies and program designs of VA and SSA disability programs to identify needed reform; and (5) retirement policy issues, including protection of retiree income and health benefits, the impact of changes in pension coverage, and alternative ways to invest pension funds to meet social goals while protecting beneficiaries' interests.

GAO will also continue to focus on enforcement of pension laws under the ERISA to identify fraud, waste, and mismanagement in the management of $1.6 trillion in private pension plan assets. GAO also plans to continue assessing internal control problems involving benefit rolls. In addition, GAO will investigate reasons for the unprecedented growth in the Social Security disability programs.

Medicare and Medicaid

In fiscal year 1992, the Congress took actions based on GAO recommendations that will require the Health Care Financing Administration (HCFA) to identify and recover mistaken payments owed the Medicares' program, reduce payments for durable medical equipment, and to extend the secondary payer provisions for Medicare disability patients. These actions will result in nearly $984.2 million in expected Medicare program savings. Additionally, GAO recommended that HCFA correct serious internal control weaknesses that involve the review of electronic claims for anesthesia services.

GAO also issued a number of reports dealing with Medicare payment rates for new and expensive technology and is performing additional reviews concerning the Department of Health and Human Service (DHHS) controls over Medicare payments. In addition, GAO reported and testified on actions needed to ensure that beneficiaries receive high-quality care from providers, such as health maintenance organizations, hospitals, and ambulatory care facilities. Finally, GAO completed a series of studies addressing waste, abuse, and fraud in the Medicare program.

GAO will continue its work to assess whether several fee schedules and payment formulas in the Medicare program have set payments at appropriate levels. GAO will also continue work to assess alternative means to finance long-term care. A third series of assignments will address the regulation and pricing of pharmaceuticals in the United States and several foreign countries.

HCFA is also responsible for the federal administration of the Medicaid program--the federal/state program serving the health care needs of the poor. Because Medicaid has been experiencing tremendous growth in recent years, GAO's work has focused on how the program can be more effectively run. A significant ongoing effort in this area focuses on the Medicaid program's vulnerability to fraud and abuse. One assignment that addresses these concerns involves the diversion and resale of prescription drugs under the guise of legitimate medicine. GAO has found that certain states have developed promising approaches to help control these losses. Among these is the development and implementation of managed care systems.

Federal Health Care Delivery

GAO's recommendations and analyses continued to help the Congress improve the cost effectiveness of DOD's and VA's health care systems and the quality of care provided their beneficiaries. In fiscal year 1992, GAO provided reports, briefings, and testimony on a wide variety of health issues, such as the efficient operation of VA pharmacies, including controls over addictive drugs; DOD's implementation of a system of managed health care; quality of care issues at VA psychiatric hospitals; the accuracy and completeness of VA medical records; the importance of elevating the role of chief of nursing services at VA hospitals; HCFA evaluations of accrediting organizations for home health care agencies, such as the Community Health Accreditation Program; and DOD's Civilian Health and Medical Program of the Uniformed Services (CHAMPUS) mental health benefits program.

Much of GAO's work is generated as a result of congressional requests and is closely aligned to the committees' legislative agendas. As a result, GAO plays a substantive role in legislative developments and agency actions. For example, GAO's testimony on obstacles to implementing DOD's coordinated care program included suggestions that DOD postpone its plans to "lock out" nonenrollees from military health care facilities, that DOD use positive incentives such as reduced cost-sharing and discounts to nonenrollees who use the program's providers, and that DOD use a system of beneficiary premiums in place of higher cost sharing by enrollees. House and Senate committees included these suggestions in reports supporting legislative authorizations, citing GAO's testimony as instrumental in developing the legislation. DOD also used GAO's suggestions in implementing the coordinated care programs for CHAMPUS.

Future work will continue to focus on the effectiveness with which VA and DOD carry out their responsibilities to provide high-quality health care to federal beneficiaries. Due to pressures placed on the nation's health care system by a variety of cost containment measures, GAO will continue its focus on quality assurance issues that affect private health care programs. GAO will review potential ways to reform and refine the entire federal health care delivery system.

National and Public Health

The federal government is the guardian of the public health. Among its functions in this role are funding research; support for educating and training health professionals; surveillance of contagious diseases; overseeing food and drugs; providing block grants to states for mental health services, drug and alcohol programs, and maternal and child health services; and providing health care services to underserved areas and population groups. The Public Health Service (PHS), through its numerous administrations and agencies, carries out most of these tasks.

During 1992, our work had a major impact on the debate on health insurance policy and reform. We provided information, analysis, and reform options that have a direct bearing on solving the combined problems of lack of access (35 million Americans lack any health insurance) and rapidly escalating costs. We completed two reports on efforts by the various states to implement health care reforms and potential federal barriers to those reforms. One of these reports, showing the very modest effects of state efforts to assist the small business health insurance market, was the centerpiece of two hearings and has become a key document in the consideration of federal insurance reform legislation. Additionally, testimony prepared for the Senate Finance Committee on federal barriers to state reform efforts was used as a key source document for committee members and staff.

Our work on the nation's drug abuse problem had a significant impact on a major piece of legislation, the Alcohol, Drug Abuse and Mental Health Administration (ADAMHA) Reorganization Act. Within the past year, GAO recommended better accountability under the block grant program, which is the primary vehicle for federal funding to states for substance abuse treatment. Our report on information and accountability problems in state use of block grant funds led to the Reorganization Act's requirement that states provide detailed needs assessments.

Other important provisions of the ADAMHA Reorganization Act incorporate recommendations made in previous GAO reports on drug-exposed infants and substance-abusing pregnant women to provide for augmented and improved services for such women. The act also responds to recommendations made in GAO's report on methadone maintenance.

Education and Employment

During fiscal year 1992, GAO's work contributed significantly to legislation and improvements in agency operations and resulted in financial savings. For example, GAO's recommendations related to the Job Training Partnership Act program were incorporated into legislation enacted in 1992 that refocuses the program on the hard-to-serve population; eliminates abuses of on-the-job training; emphasizes the need to continue services to older workers; improves program oversight, monitoring, evaluation, and data collection; and improves federal monitoring of racial and gender disparities in services. Prompted in part by GAO reports and testimony, the Congress raised the maximum penalties for violations of workplace safety and health regulations and child labor laws, which will result in $341 million in increased government revenue in fiscal years 1992 and 1993. Also, GAO's report on legislative and administrative options for improving workers' safety and health led to the first comprehensive reexamination of the Occupational Safety and Health Administration's authorizing legislation in the agency's 20-year history. In response to GAO's recommendations, the National Labor Relations Board (NLRB) made substantial progress in expediting its review of cases.

GAO also contributed significantly to congressional oversight of elementary and secondary education. For example, as a result of GAO's work, the Congress required the Department of the Interior's Bureau of Indian Affairs (BIA) to develop a plan to overcome deficiencies GAO reported in services to Indian preschool students with disabilities. After reviewing the plan, Congress reassigned responsibilities to the states and tribes and provided the tribes with the funding BIA had been receiving to provide these services. GAO also reported on rural districts' use of Drug-Free School Program money to help the Congress determine appropriate funding levels.

In addition, on the basis of GAO's work, the Department of Education is changing the administration of the Vocational Rehabilitation Program to better meet the intent of the Congress to serve those with severe disabilities.

In the higher education area, GAO continued to help the Congress deal with shortcomings in the guaranteed student loans programs, especially during the recently completed reauthorization of the Higher Education Act. GAO's work, through changes made to the act by the Higher Education Amendments of 1992, should help improve management controls over student financial aid programs and reduce the programs' cost to the government. For example, (1) future borrowing under supplemental and parental loan programs will be--as are other guaranteed student loans--subject to origination fees that are expected to significantly increase future federal revenue, (2) tightening federal gatekeeping activities for schools participating in federal student assistance programs should help ensure that students obtain the education they expect, and (3) subjecting defaulted Perkins loans to the same federal rules as guaranteed loans will make some schools reduce their default rates to receive future federal funding. Also as a result of GAO's work, financial savings were achieved with the Department of Education's collection of student loan origination fees that two lenders had previously failed to pay ($257,682). In addition, the Department in response to GAO recommendations, instituted new accounting procedures to more accurately account for Perkins Student Loans acquired from schools that cease operations.

During the next 2 years, GAO will continue to address the nation's human resources and workplace quality issues. Work is linked to the congressional agenda on domestic issues, such as (1) addressing education reform and meeting the national education goals; (2) reauthorizing the Elementary and Secondary Education Act and the Head Start program; (3) continuing to explore ways to better finance and control the costs of federal financial aid to students; (4) addressing the continuing problem of reemployment of dislocated workers; (5) enhancing worker skills to maintain a high standard of living and compete in a global economy; (6) providing youth with the skills sought in the work force and facilitating their transition to the work force;

(7) ensuring a safe and healthful environment for the nation's work force; and (8) guaranteeing employers' compliance with laws regulating compensation, work hours, equal employment opportunity, and labor-management relations.

Human Services Policy and Management Issues

This area of work focuses on intergovernmental mechanisms for delivering human services to at-risk children, youth, their families, and the elderly and on the management of federal agencies. Increased budgetary constraints at the federal, state, and local levels, coupled with increased demand for services, has led GAO to direct its attention to the changing relationships among the various levels of government and their impact on the delivery of health and social services to those in need.

During fiscal year 1992, much of GAO's work in this area addressed the way human services are delivered to children, youth, and their families and stressed the need for greater emphasis on preventing health and social problems before they occur. GAO's report on the benefits of home visiting as a way to deliver preventive health and social services to women and their families led the Congress to enact legislation establishing a home visiting program and HHS to incorporate program design elements recommended by GAO into its program guidance for grantees. In its report on cost savings from federal investments in programs such as Women Infants Children (WIC), GAO recommended that HHS estimate the savings from other early intervention programs such as the Childhood Immunization Program. HHS adopted the recommendation.

GAO testified on youth violence, noting the need for prevention and early intervention programs to help stem the rising tide of violence. The Chairman of the Senate Committee on Governmental Affairs indicated during the hearing that he will ask GAO to pursue the issue in more depth to help shape the federal role in encouraging the establishment of programs to help prevent youth violence. GAO also reported on the growing problem of child abuse and neglect, noting the need for greater emphasis on programs designed to prevent abuse from occurring in the first place, and recommended that states be reimbursed for developing effective programs. State child welfare officials are using the report to help determine the direction of their child abuse prevention programs. Similarly, GAO's report on efforts to improve the delivery of health and social services to at-risk families through service integration--in which it notes that service-oriented efforts have been more effective than system reform efforts--is being cited in the continuing debate on how best to deliver services to the needy.

GAO's reviews of the management of federal agencies have led the agencies to change their management practices. The Department of Education has identified a number of actions it initiated to improve leadership, management, and operations in response to GAO's recommendations. Also, the VA is using the strategic management process GAO recommended as a guide for the Department's planning processes.

GAO's work on fiscal issues in intergovernmental relations examined the changing patterns in state and local finances and identified the increasing number of set-asides and cost ceiling provisions added to 11 block grants since 1982.

GAO will continue to focus on the nature and extent of cost savings from federal programs that focus on prevention rather than treatment, how the federal government can leverage state and local innovation, and how needed health and social services can be better provided to at-risk children, youth, their families, and the elderly. In addition, GAO will continue to explore the nature, severity, and causes of state and local fiscal problems; options for improving the fiscal situations of state and local government; and the effectiveness of the federal government in fulfilling its leadership role in federal human services programs.

Air Force

During fiscal year 1992, GAO provided information and analysis on a wide range of programs, including the B-2 and B-1B bombers, the C-17 airlifter; critical missile programs, such as the Advanced Cruise Missile and the Advanced Medium Range Air-to-Air Missile; as well as the refocused Strategic Defense Initiative. GAO also reported on key issues in the National Aero-space Plane program, management of parts inventories, aircraft maintenance, and the use of the Air Force's 89th Military Airlift Wing. GAO provided the results of reviews on DOD's estimates for cleaning up sites contaminated with hazardous wastes, its program for upgrading underground storage tanks and efforts to eliminate the use of ozone-depleting chemicals. GAO's work contributed to financial benefits of more than $2.1 billion.

Ongoing and planned reviews will provide additional information and analysis on key Air Force and DOD programs in light of the political changes abroad, conventional force structure reductions worldwide, budget constraints and the experience of Operations Desert Shield and Desert Storm. GAO will continue work on how the size of the Air Force is being reduced and the effects of that reduction on the operation and maintenance of weapon systems and bases. GAO will also continue to review DOD's compliance with major environmental laws and its management of the multibillion-dollar cleanup effort involving hazardous wastes.

Army

Critical assignments in fiscal year 1992 focused on problems encountered in managing the withdrawal of equipment and personnel from Europe; problems encountered in mobilizing combat support and combat service support forces for the Gulf War; the performance of the Apache helicopter, the Patriot and Hellfire missiles, the Abrams tank, and the Bradley Fighting Vehicle during the War; streamlining of the Army's logistics system; and weapon system acquisitions, including the Comanche helicopter, the Longbow Apache helicopter, and the M109 Howitzer. Financial benefits resulting from work performed totaled over $4.8 billion.

GAO's work will focus on how effectively and efficiently the Army is managing the downsizing of its forces and how it is adjusting its forces, strategies, and doctrine to meet the new emerging threat environment as well as national security objectives. For example, GAO work will examine the Army's modified role and resulting force structure requirements as a result of the change in the WARSAW pact threat and the Army's new Air-Land Operations battle doctrine. This work will assess the potential impact of these changes on force readiness, training, logistics and on the role of the Army Reserve and the National Guard.

Other key assignments will include reviewing the Army's presence in Europe, reserve force reductions, aviation modernization, theater missile defense and special operations force structure and equipment requirements. Issues concerning the readiness of medical forces, depot modernization, redistribution of inventory and equipment, demilitarization of weapon systems and the chemical weapon stockpile arms, and further streamlining of the Army's logistics system will also be pursued. GAO will continue to examine DOD-wide transportation issues and the adequacy of justification for Army budget requests for its procurement and operation and maintenance appropriations.

Navy

Significant reports issued during 1992 covered the submarine industrial base, cost growth on ship construction contracts in general and on the Seawolf and DDG-51 programs in particular, several issues relating to the cancellation of the A-12 program, and the Navy's plans to increase its sealift capability. Financial benefits resulting from GAO's work in this area totaled more than $900 million.

GAO work will continue to focus on major force structure issues, such as the aircraft carrier base force, development and acquisition of new tactical aircraft, sealift requirements, and the Navy's planned use of its new homeports. GAO also plans to address how the Navy is improving its mine warfare capabilities as well as its ability to carry out its missions in shallow water.

Defense Force Management

Assignments performed in fiscal year 1992 covered efforts related to the deployment of U.S. forces to the Persian Gulf in support of Operations Desert Shield and Desert Storm (including an evaluation of training preparations for combat ground operations and an examination of the deployment roles and experiences of military women), issues concerning DOD civilian work force reductions, the costs and operations of service academy preparatory schools, and the treatment of women at the three military service academies.

During the next several years, GAO's work will concentrate on developing more economical and efficient alternatives to DOD's management of its massive "Total Force," which is made up of both military and civilian personnel. The major focus will remain on manpower affordability in terms of size, structure, and compensation and the impact of force reductions on the service's existing infrastructure and programs/efforts designed to facilitate the transition to a smaller military force. GAO will continue to analyze DOD's human resource needs and programs and its recruiting, training, and retention programs.

Logistics

Significant reports issued in fiscal year 1992 included Defense Transportation: Ineffective Oversight Contributes to Freight Losses; DOD Medical Inventory: Reductions Can Be Made Through the Use of Commercial Practices; Defense Inventory: DOD Actions Needed to Ensure Benefits From Supply Depot Consolidation Efforts; and Organizational Culture: Techniques Companies Use to Perpetuate or Change Beliefs and Values. We also produced a series of reports that addressed moving supplies to Saudi Arabia for Desert Storm, distribution and adequacy of supplies during the operations, and returning supplies after Desert Storm. Financial benefits resulting from work done totaled over $2.5 billion, due principally to congressional reductions and rescissions to the fiscal year 1991 and 1992 defense budget requests and appropriations.

GAO work in this area will continue to focus on fraud, waste, and abuse in the defense supply system and efforts to improve DOD's logistics management and operations. This work will include defense initiatives, commercial practices, and material requirements, redistribution, and identification and disposal of excess.

Research, Development, Acquisition, and Procurement

Significant reports issued in fiscal year 1992 included Operation Desert Shield/Storm: Update on Costs and Funding Requirements; Contract Pricing: DCAA's Audit Coverage Lowered by Lack of Subcontract Information; Defense Industrial Base: Industry's Investment in the Critical Technologies. Financial benefits identified in this area amounted to over $15 billion.

Increased emphasis will be placed on determining the actions taken or planned by DOD, including those in response to new legislation, in sizing the industrial base. This work will include efforts to foster integration of commercial and defense sectors in building a viable industrial base and the possible impacts that foreign dependency have on critical technologies and weapon systems acquisition and support. Additionally, work will continue to focus on the links between DOD's planning and budgeting processes and how they reflect changes in the national security environment. A portion of GAO's resources will focus on congressional requests addressing unallowable costs charged to government contracts and whether contract pricing and administrative functions at both the prime and subcontractor level are achieving their intended results. GAO has targeted this area as one of the high-risk areas vulnerable to abuse and waste.

Command, Control, Communications and Intelligence

Critical assignments in fiscal year 1992 focused on DOD support to the war on drugs, support and acquisition of electronic warfare systems, and battlefield communications and satellite acquisitions. Measurable benefits totaled $751.9 million. For example, based on a series of GAO reports and briefings, the Air Force decided not to produce the Over-the-Horizon Backscatter Central and Alaskan radar systems. As a result, DOD and Air Force funding requests were either denied or not submitted and financial benefits of $399.2 million will be realized over a three year period.

Future work will continue to focus on major acquisitions of satellite and battlefield information processing, communications and electronic warfare systems, and the effectiveness of DOD support to the drug war.

Security and International Relations

Significant assignments for fiscal year 1992 focused on the direction of the security assistance program in the aftermath of the Cold War, the transfer of excess military equipment to allied nations, the impact of the international counternarcotics programs, the changing commitments to the North Atlantic Treaty Organization (NATO), cost of closing overseas military bases, the implementation of international commitments for the nonproliferation of weapons of mass destruction, the impact on U.S. security and trade objectives of controls over the export of items and technologies that have dual uses, the effectiveness of export controls over military assistance to Jordan during the Persian Gulf crisis, and the management of State's overseas real property and meeting requirements to establish new embassies in the former Soviet Union. The identification of unneeded NATO infrastructure projects resulted in several cancellations that reduced the U.S. share of the project costs by $24.1 million.

GAO work will further examine the role of the U.S. military in providing nation building/civic action assistance to foreign governments; controls exercised over U.S.-financed military sales to Israel, Egypt, Turkey, and Greece; and alternatives to the U.S.-Israeli Arrow/ACES missile program. GAO will continue to evaluate the effectiveness of controls over the export of dual-use and sensitive items, the International Atomic Energy Agency's safety and safeguards activities, and assistance to the former Soviet Union in destroying its weapons of mass destruction. The ability of the State Department to perform effectively in a rapidly changing world order will be the subject of several GAO reviews as well as a general management review of the Department. Also, GAO will continue to review the effectiveness of programs that implement the U.S. international counternarcotics strategies.

Foreign Economic Assistance

Several key assignments performed in fiscal year 1992 focused on strengthening the management processes and performance of the Agency for International Development (AID). Other significant reviews addressed the need to strengthen the operations of the United Nations Educational, Scientific and Cultural Organization (UNESCO) and the United Nations peacekeeping efforts, assistance to countries in Latin America and Eastern Europe that are implementing democratic and judicial reforms, and AID progress in combating HIV/AIDS in developing countries. Financial benefits resulting from GAO work on excess development assistance and economic support funds by AID, improved procedures at one of the multilateral development banks, and reductions in DOD subsistence payments totaled $11.7 million.

GAO work in the next year will involve reviews of the effectiveness of donor assistance to the former Soviet Union, improved coordination and operations of the International Fund for Agriculture Development and Food and Agriculture Organization, and efforts to ensure a peaceful reconstruction of Cambodia. GAO will complete the general management review of AID and studies of other AID activities, such as management of grants and cooperative agreements of economic support funds in several developing countries, AID's staffing distribution, and the Food for Peace Program. Other efforts will evaluate refugee assistance programs and policies, the implications for the U.S. economy of establishing export processing zones in developing countries, and various programs for promoting private investment and economic growth in new democracies.

National Aeronautics and Space Administration (NASA)

Throughout fiscal year 1992, GAO focused primarily on three areas in NASA--contract management, Space Station Freedom, and the relationship of the agency's program plans to its likely budgets. In the first area, GAO identified the need for improved management of contract modifications and of contract administration functions delegated to other federal agencies and discussed NASA's changing attitude towards the sharing of research and development risk with its contractors. In the second area, GAO addressed ways to improve the Space Station's extravehicular maintenance planning and described the status of the remaining limited financial reserves. In the third area, GAO calculated, for the first time ever, the large difference between NASA's program plans and likely budgets for a 5 year period. GAO's work in this area in fiscal year 1992 yielded over $38 million in measurable benefits.

Future work will focus primarily on opportunities to further improve NASA's contract management; the operations and support of the space shuttle system; the continuing development of Space Station Freedom; and the focus and content of NASA's aeronautical research activities and the ability of such activities to adequately support the U.S. aeronautical industry.

International Trade and Finance

Significant GAO reports issued in the first half of fiscal year 1992 included work on Export Promotion: Federal Programs Lack Organizational and Funding Cohesiveness; International Trade: Agricultural Trade Offices' Role in Promoting U.S. Exports is Unclear; Economic Sanctions: Effectiveness as Tools of Foreign Policy; Nuclear Power Safety: Chernobyl Accident Prompted Worldwide Actions But Further Efforts Needed; International Energy Agency: Response to the Oil Supply Disruption Caused by the Persian Gulf Crisis; International Trade Commission: Administrative Authority is Ambiguous; and U.S.-Mexico Trade: Survey of U.S. Border Infrastructure Needs.

In the second half of fiscal year 1992, GAO issued reports on Export Promotion: A Comparison of Programs in Five Industrialized Nations; International Trade: Canada and Australia Rely Heavily on Wheat Boards to Market Grain; International Trade: Romanian Trade Data; Ukraine Energy: Conditions Affecting U.S. Trade and Investment; High-Technology Competitiveness: Trends in U.S. and Foreign Performance; and U.S. Export-Import Bank: The Bank Provides Direct and Indirect Assistance to Small Business. Key testimonies delivered this past year included: The Automotive Industries' Competitive Challenge to U.S. Companies; Japanese-Affiliated Automakers' Management Practices Related to Purchasing Parts; Status of the SBA Export Promotion Programs; The U.S. Export-Import Bank's Role in Promoting Exports; and Overall U.S. Strategy Needed for Export Promotion.

These products and other GAO efforts helped achieve program improvements, assisted the Congress with legislation and program oversight, and led to significant budgetary savings. GAO testimony in fiscal year 1992 resulted in congressional action to reduce the fiscal year 1993 budget for the Market Promotion

Program from $200 million to $147 million; a budget reduction of $52.3 million. In addition, GAO's quick preparation of reports on U.S.-East Europe trade provided timely input to legislation extending Most Favored Nation status to the emerging countries.

In the post-Cold War transnational marketplace, the United States' position will be defined by its own economic vitality and by its global economic relationships. America's trade policies, its affiliations with other nations, and its participation in multilateral trade regimes will become of paramount importance. Moreover, its domestic policies regarding capital allocation and relationships between government and business will shape its overall success in competing with other industrialized countries. GAO will continue and build on its previous work on the General Agreement on Tariffs and Trade (GATT), the North American Free Trade Agreement (NAFTA), market access and development, and government assistance to private firms to help the Congress decide on appropriate policies for assuring America's place in the global economy. In addition GAO will continue to analyze domestic policies, programs, and laws to help the Congress ensure our nation's ability to compete successfully and enhance its citizens' economic well-being.

Energy and Science Issues

The focus of GAO's energy-related work this past fiscal year was on assisting the Congress in its consideration of various legislative proposals that culminated in the enactment of the Energy Policy Act of 1992 and on evaluating the Department of Energy's management of its large, aging complex of nuclear facilities.

The new energy policy act reflects the importance of GAO's work on diverse energy issues. Consistent with GAO's prior recommendations, for example, the act establishes a government uranium enrichment corporation, requires recovery of past government costs, and sets up a fund to collect money to clean up the Department of Energy's (DOE) three existing enrichment plants. Implementation of this legislation during the next 15 to 20 years should save the federal government about $7.5 billion. Also, GAO's testimonies on octane labeling at gasoline pumps and "lessons learned" in other countries' uses of alternative motor fuels led to the inclusion in the act of mislabeling protections for consumers and fuel conversion standards for vehicles.

GAO's contributions to the 1992 energy act are also reflected in the various debates on the legislative proposals that led to the act. These include areas, such as oil pricing; the national energy strategy; and electricity supply, conservation, and regulation. For example, GAO's report on amending the Public Utility Holding Company Act was cited in the House report on the new act; GAO's report on the Federal Energy Regulatory Commission's hydroelectric project licensing process helped the Congress decide that further amendments to the Federal Power Act were not necessary; and GAO's report on electric utility demand-side management programs helped shape a legislative mandate for the Western Area Power Administration to encourage conservation efforts among customer utilities.

GAO also helped the Congress on DOE's appropriations for fiscal year 1993. For example, GAO's reports and testimonies on the status of the cost and schedule for the Superconducting Super Collider (SSC) were quoted extensively during both House and Senate floor debates on SSC funding. In addition, on the basis of GAO's review of DOE's "uncosted obligations" (funds obligated by DOE to its prime contractors but not spent), the Congress required DOE to reduce its 1993 budget by $376 million and required DOE to submit to the Congress a report on uncosted obligations each year along with the President's budget. Finally, acting on GAO's recommendation, DOE has instituted a systematic review of uncosted obligations as part of its budget formulation process.

GAO continued to evaluate DOE's management of its complex of nuclear weapons production facilities and laboratories. GAO pointed out, for example, that a new source for producing tritium was not needed because of decreases in the nuclear weapons stockpile and the availability of other supply sources. The Secretary of Energy subsequently closed out efforts to design and construct a new production reactor for a financial benefit of more than $3.5 billion. GAO also continued its oversight of the $160-billion environmental cleanup of the nuclear weapons complex. Much of this effort addressed systemic contract management weaknesses within DOE, such as ineffective oversight of the contractors that DOE relies on to manage and operate its facilities. DOE has acknowledged its contract management problems and has begun to make wholesale changes in its relationship with its contractors, including efforts to negotiate contract terms and conditions more consistent with the government's interests, but effective implementation of these positive actions will take years to complete. Furthermore, GAO pointed out that DOE was not prepared to effectively implement a planned new approach to contracting for management of environmental restoration activities at its major contaminated facilities. Finally, GAO demonstrated that DOE's plant for vitrifying high-level waste at Savannah River was years behind schedule, billions of dollars over budget, and had significant technological problems that could affect its viability.

In addition, in the science area, GAO, among other things, exposed widespread overcharges by universities for indirect costs involving federally funded research. GAO's review of subcontracting practices at a national laboratory operated by a national university for the DOE resulted in savings of $545,500 in fiscal year 1992. GAO's findings triggered actions in the Congress and OMB to consider simplifying the reimbursement system and imposing new limitations on the amount of overhead the government would pay and the kinds of charges that would be allowable.

GAO will continue to emphasize improving DOE's management and obtaining dollar savings by, for example, identifying ways to improve the cost effectiveness of DOE's weapons complex modernization and cleanup programs. GAO will also monitor the Department's programs and activities for implementing the new energy policy act.

Food and Agriculture

Since the 1985 Farm Bill, the focus of GAO analyses in Food and Agriculture has been driven by budget constraints and a changing world market situation. In 1992, congressional committees made extensive use of GAO's work, and a number of program changes made more effective use of federal food and agriculture funds.

- United States Department of Agricultural management. As a result of GAO's General Management Review of USDA, the Senate and House Agriculture committees held several hearings on streamlining USDA and its field structure. Members of both committees introduced bills aimed at repositioning USDA. GAO testified before both committees. USDA officials met with GAO, and the Secretary established a USDA and OMB streamlining task force. The Secretary also established the "Secretary's Management Agenda" as an ongoing departmentwide tracking system to monitor key departmental and agency management issues, goals, and objectives.

- Farm programs. GAO analyses of farm program flexibility provisions adopted in the 1990 farm bill contributed to financial benefits of over $2 billion. Analysis of the Farmers Home Administration's farm loan programs warned the Congress that billions of federal dollars are at risk if current lending practices continue. Analyses of the crop insurance and disaster assistance programs contributed to the debate, a proposed reform legislation, and an error adjustment of more than $1 million. GAO also met with congressional staff and the rural development community to examine the problems affecting rural America, their underlying causes, and policy alternatives for addressing them.

- Agriculture markets. Analyses of the milk pricing mechanism, livestock markets, and safety and quality of agriculture products and food resulted in hearings, proposed legislation, and agency actions to improve the overall fairness of the markets and attention to reforming the fragmented food inspection system. GAO's analyses of milk, imported cheese, bottled water, imported Canadian meat, animal drugs, and salmonella in eggs resulted in program improvements. FDA began training new data reviewers. USDA revised its inspection of imported Canadian meat. GAO's comprehensive evaluation of the federal food safety inspection system found that it is inconsistent, inefficient, and ineffective. GAO advised the Congress that after nearly a century of piecemeal fixes, a major restructuring of the fragmented inspection system--to a uniform, risk-based system--is needed.

In fiscal years 1993 and 1994, GAO's food and agriculture work will become solution oriented by focusing on the options to reorient U.S. food and agricultural programs to better respond to a changing world and the potential government role in making that transition. Five major food and agriculture issues facing the 103rd Congress are (1) revitalizing the USDA, (2) transforming programs to meet global competition and conserved resources, (3) reforming farm credit and risk protection, (4) reorienting rural development policy, and (5) revamping the federal food safety system. GAO will be analyzing these issues in anticipation of the 1995 farm bill debate.

Transportation

Transportation facilities, services, and activities are critical not only to the everyday movement of people and goods but to the nation's economic growth and its ability to compete globally. GAO's transportation-related work, which has increasingly emphasized the transportation sector's international and intermodal aspects and the use of communications as a substitute for travel, has contributed significantly to many actions that the Congress and the Department of Transportation (DOT) have taken over the years to improve transportation safety and the efficiency and effectiveness of transportation policies and programs.

During the past year, GAO's work continued to direct attention to the need to strengthen aviation, rail, marine, highway, and pipeline safety. As a result of GAO's work, the Congress included several motor vehicle and mass transit safety provisions in the Intermodal Surface Transportation Efficiency Act (ISTEA) of 1991. In the aviation safety area, GAO's work focused attention on the Federal Aviation Administration's (FAA) oversight of the commuter and air taxi segments of the airline industry, both of which have accident and fatality rates higher than those of major carriers operating large aircraft.

The Congress and the Department also used GAO's work to make more cost-effective use of transportation dollars. For example, ISTEA provisions recommended or influenced by GAO allow better use of federal Interstate preservation funds, encourage states to limit toll use to roads for which it is financially feasible, and establish criteria for awarding transit grants. At the agency level, FAA's new budget categories will enable better examination of the progress, problems, and risks of acquisition projects. The Coast Guard's mandatory criteria for selecting project managers will help ensure that major systems are acquired on time, within budget, and in accordance with procurement regulations. And the Federal Transit Administration's restructuring of its oversight approach will improve grant management.

GAO's transportation-related work contributed to about $577 million in financial benefits in the last year or so. Included were (1) a $329-million savings when the Coast Guard, after reevaluating its Heritage Class patrol boat acquisition project, terminated its plans to acquire 47 such vessels and (2) a $107-million reduction in FAA's fiscal year 1992 Facilities and Equipment budget request. In addition, because airports are now authorized to impose passenger facility charges and use the proceeds for capital improvements, about $113 million in spending from the Airport and Airway Trust Fund for fiscal year 1993 is expected to be reprogrammed. Also of note are the financial implications of lives saved, injuries prevented, or property and environmental damage averted as a result of action taken on GAO's recommendations for improvements in highway, rail, pipeline, and other safety activities.

In fiscal years 1993 and 1994, GAO will continue to address the wide range of challenges facing the transportation sector, particularly at a time when severe fiscal constraints require increased reliance on private resources and more efficient use of public resources to meet transportation needs. Strong emphasis will be maintained on issues related to preserving the nation's investment in public transportation facilities and promoting the cost-effective addition of system capacity in all transportation modes. In the aviation area, GAO plans to review the $5-billion advanced automation project, the nearly $2-billion Airport Improvement Program, FAA's acquisition reforms, and FAA's plans for using satellites in air traffic control--an innovation that could save billions of dollars in the next decade by reducing the need for new radars and other landing aids. In surface transportation, GAO will advise the Congress on whether the ISTEA-established intermodal transportation system moves people and goods in a way that meets objectives of economic efficiency, environmental quality, energy conservation, and accessibility to the disabled. In addition, GAO plans to assess the obstacles to acquiring high-speed rail systems as alternatives to air and highway travel. In the deregulation and competition area, GAO plans to advise the Congress on whether changes are needed to ensure that the U.S. airline industry and air travelers continue to reap the benefits of deregulation and that the industry can compete in an international environment. It will also assess the competitive status of surface transportation modes and the effects of deregulation of the communications field.

GAO's transportation safety work will include assessments of FAA's implementation of the Aviation Security Improvement Act of 1990 and its use of accident data and potential cost impact estimates when proposing new rules and airworthiness directives. In the surface transportation safety area, GAO will focus on inspection, maintenance, and repair of rail equipment; efforts to eliminate rail-highway grade crossings; hazardous materials transportation; enforcement of restrictions on longer combination vehicle use; and the potential of intelligent vehicle/highway system research to improve safety. GAO also plans to review the Coast Guard's preparation for responding to hazardous materials spills; DOT's progress toward implementing the Chief Financial Officers Act of 1990; and DOT's management of contracts, grants, and physical inventories. GAO will continue to emphasize the need for internal controls and to examine issues of fraud, waste, and abuse in transportation-related activities.

Housing and Community Development

GAO's work in the housing and community development area focuses primarily on housing programs but also includes community development, small business, and disaster assistance programs. During the year, the Congress and the various agencies involved have addressed many of the problems and issues identified by GAO.

In the housing area, GAO reported that the Department of Housing and Urban Development (HUD) has just begun to address the basic causes of the management weaknesses that were widely publicized in 1989. GAO also identified that HUD could increase, by 50 percent, the number of homeless people served by single-room-occupancy hotels. In the community development area, GAO reported on the need for better oversight of community development block grant funds.

In the small business area, GAO identified ways that the Small Business Administration can improve its minority small-business development program and more accurately report losses from its lending programs. In the disaster assistance area, GAO assessed federal efforts to assist the San Francisco Bay area in recovering from the 1989 Loma Prieta earthquake.

GAO's major accomplishment in the housing and community development area in 1992 was its impact on the Housing and Community Development Act of 1992. That law reflected GAO's contributions in several areas, notably (1) expanding options for mortgage credit (to help direct needed capital in the low-income housing market), (2) problems of housing the elderly with the nonelderly mentally disabled, and (3) eliminating the excess profit opportunities available under rural multifamily housing programs.

GAO will continue to respond to congressional mandates and requests relating to such issues as the adequacy of HUD's efforts to make sure that fair market rents for housing assistance recipients are properly calculated, management of HUD's Section 8 program to preserve affordable housing, and a summary report on all GAO work on the homeless. In addition, GAO will address the effectiveness of industrial development bonds for small manufacturers in promoting economic development, as well as opportunities to better organize and manage federal assistance to communities ravaged by hurricanes and other natural disasters.

Environmental Protection

The gap between the costs of complying with federal environmental laws and governments' expenditures on environmental protection continues to grow. At the same time, public expectations for a cleaner and safer environment are at an all-time high. The budget constraints facing all levels of government will require that we continue to seek more cost-effective and efficient solutions to meeting our environmental objectives. GAO's environmental protection work has focused on achieving environmental goals at the lowest possible cost by identifying opportunities for the Environmental Protection Agency (EPA) to target limited resources to programs that pose highest health and environmental risks, ensuring that programs are run cost effectively, and supplementing traditional command and control regulations with market incentives where appropriate.

For example, GAO's work on recovering costs from responsible parties under Superfund resulted in a proposed rule that would more than triple the amount of indirect cleanup costs that EPA can recover from polluters, increasing potential recoveries by about a hundred million dollars annually. and by billions over the long run. GAO's work on contractor cost abuses led EPA to make major reforms, including reductions in contractor program management costs by $30 million, and caused the Congress to rescind $24 million of EPA's 1992 appropriation. GAO has also begun to assess the efficiency of the federal government's program to cleanup its own hazardous waste sites--a program that may eventually cost several hundred billion dollars. In addition, GAO will report on options for reducing the litigation burden that the Superfund program imposes on the government and responsible parties.

GAO was the among the first to "sound the alarm" last year on the serious financial problems threatening efforts to protect the nation's drinking water supplies. GAO's efforts in this area during the coming year will focus on identifying cost-effective options that can reverse the rapid deterioration of this vital program. GAO identified similar problems in addressing unmet needs of the nation's wastewater treatment infrastructure. Here again, GAO is examining how needs exceeding $100 billion during the next 15 years can be met in the most cost-effective manner.

GAO also assessed EPA's programs for ensuring the safety of toxic chemicals, including pesticides. With less than 1 percent of 70,000 chemicals having been considered for testing, GAO recommended that the agency develop overall objectives for the program and a strategy for achieving them, identifying, among other things, priorities for testing chemicals.

When GAO found that landfills that potentially threaten human health were not being closed in a timely manner, it made recommendations that would ensure that adequate groundwater monitoring be put in place and that any contamination would be controlled or cleaned up in a timely manner. Next year, GAO will report on federal progress in implementing a program to increase the procurement of products containing recovered materials, thereby helping to reduce waste that ends up in community landfills. In the air program, GAO found that the limited resources EPA devoted to the indoor air pollution and air toxics programs were insufficient and did not reflect the serious health and environmental risks posed. GAO's recommendations suggested a realignment of budget priorities within the air program in accordance with health and environmental risks.

To provide the fundamental systems necessary to manage for environmental results, GAO's 1988 general management review recommended a number of planning and budgeting system reforms which, this year, where adopted by EPA. This year also, EPA began to look at alternative regulatory mechanisms which could be used to supplement command and control regulations focusing specifically on pollution taxes. GAO is examining technical issues and the experience with such taxes in the U.S. and abroad to assess how they might be used to more cost effectively address environmental problems that have not been adequately dealt with under the current command and control system.

International issues, particularly in the context of the free trade agreement with Mexico, were an important part of GAO's work this past year. GAO compared pesticide standards and enforcement policies and recommended that EPA and the Food and Drug Administration (FDA) work cooperatively with Mexican officials to develop a strategy for resolving differences and to provide a long-term framework for the countries to deal with the evolving universe of pesticides in the context of expanding trade. Also, GAO recommended improvements in FDA's monitoring program to prevent imported foods adulterated with illegal pesticide residues from reaching U.S. grocery shelves. In another report, GAO found that neither the United States nor Mexico has accurate and complete information on the number of "maquiladoras"-- companies operating along the U.S.-Mexican border--that generate hazardous waste, the amount generated, or the final disposition of that waste. GAO made recommendations to better assure that such information is obtained to better track the waste generated.

To improve the implementation of international environmental treaties, GAO cosponsored a symposium with the Congressional Research Service on strengthening international environmental agreements. GAO's earlier report on the lack of reporting by participants to international environmental agreements was used at the United Nations Conference on Environment and Development as the basis for a discussion of ways to improve monitoring and implementation of international environmental agreements.

Finally, during the next few years GAO will continue to assist the Congress as it takes up reauthorization of several major environmental statutes, including clean water, hazardous and solid waste, Superfund and TSCA. Because of EPA's slow progress in achieving objectives in its programs regulating toxic chemicals and pesticides in particular, GAO will undertake comprehensive efforts to examine how the programs can be improved.

Natural Resources Management

Natural resources management encompasses all aspects of planning, managing, and controlling the use of natural resource assets on federal lands. These resources are vital for both economic and cultural reasons and involve vast amounts of energy fuels and other minerals, timber, rangeland, water, fish and wildlife habitat, recreation areas, areas of scenic beauty, historic and cultural sites, and artifacts.

GAO's work contributed to dollar savings totaling more than $180 million, primarily through legislation requiring holders of hardrock mining claims on federal lands to pay the government an annual $100 per claim holding fee. Improved accountability for federal funds within Interior's Bureau of Indian Affairs resulted in (1) the return of $78,000 to the U.S. Treasury that had been illegally transferred to private bank accounts and (2) the collection of outstanding moneys. GAO's work prompted legislation requiring that all of the bark of the Pacific yew, the source of the life-saving anticancer drug taxol, that can be collected from federal lands be collected. Federal agencies took actions on our reports to better ensure (1) the safety of the 800-mile-long Trans-Alaska Pipeline System, which transports nearly 25 percent of the nation's domestically produced crude oil, and (2) the health and safety of visitors to federal recreational lands.

Government operations were improved by (1) basing funding for forest development on Indian lands on annual assessments of the most important and cost-effective work, (2) identifying reforestation and timber stand improvement needs in a consistent and timely manner and certifying when this work is successfully completed, and (3) issuing guidance and procedures for the display and loan of water reclamation artwork so that it can be displayed and enjoyed by the public with appropriate accountability and controls.

Future federal revenues will be increased by (1) reduced delays in oil and gas leasing activities on millions of acres of federal lands as a result of more timely information on their environmental impacts; (2) improved verification of oil and gas production from onshore federal lands through increased oversight, more timely exchange of information, and more reliable automated data; (3) use of an appraisal system that results in timber sales prices closer to fair market value; and (4) disposal of excess stockpiled silver over time through coinage programs that do not depress the silver market.

Future federal costs should be decreased by actions taken to (1) base the supply of timber from the Tongass National Forest in Alaska on the anticipated demand for timber rather than on the legislatively mandated 4.5 billion-board-feet per decade and delete the requirement that at least $40 million be available annually to supply timber from the forest, (2) increase the likelihood that state coal mine subsidence insurance programs will become self-sustainable, preserving the millions of dollars in federal grant monies being used to fund the programs' operations, and (3) base compensation associated with the removal of contractual rights on the fair market value of the remaining economic value of the rights and interests being terminated.

In the future, GAO plans to provide the Congress with the information it needs to make informed decisions on such controversial issues as (1) below-cost timber sales, (2) royalties on the extraction of hardrock minerals from public lands, (3) federal water subsidies, (4) concession fees paid the government by concessioners on federal lands, (5) the opening of the Arctic National Wildlife Refuge to oil and gas exploration development, and (6) the "no net loss" of wetlands.

Budget Issues

GAO's work in fiscal year 1992 influenced budget policy by calling for prompt action to further reduce the deficit. GAO's budget report contributed to the debate by showing the long-term impacts of various deficit paths on economic growth. GAO work helped focus attention on the accuracy of budget estimates. Data generated on the use and impact of presidential and congressional rescissions helped the Congress deliberate the need to change impoundment procedures. GAO also worked closely with the Federal Accounting Standards Advisory Board (FASAB) to help ensure that it takes budget information needs into account in its efforts to develop accounting standards.

Over the next few years GAO will continue to provide assistance to the Congress to assess investment proposals to promote long-term economic growth. GAO will assess budget process matters, such as state balanced budget experiences, accrual budget application for federal insurance programs, and federal credit reform implementation. In addition, GAO will examine ways to better integrate accounting and budgeting and continue support for FASAB.

Corporate Audits

In fiscal year 1992, GAO's reports and testimonies on the condition of the federal bank insurance funds (BIF) and RTC continued to provide the Congress with early warning on emerging problems and the rising costs associated with these financial industries.

GAO's report on BIF's 1990 financial statements showed that the fund faced significant losses from troubled banks and needed to be recapitalized. Also, GAO's reviews of failed banks and thrifts showed that breakdowns in internal controls and corporate governance contributed significantly to the institutions' failures. As a result, Congress passed the FDIC Improvement Act of 1991 to rebuild BIF, strengthen bank corporate governance and internal controls, and facilitate early warning and prompt corrective action of safety and soundness problems.

GAO's audit of the Savings Association Insurance Fund's 1991 and 1990 financial statements provided the Congress with an early warning on the fund's ability to provide insurance protection for the thrift industry. Also, GAO's audits of RTC's 1991 and 1990 financial statements have resulted in improved internal controls at RTC's headquarters and receiverships and more reliable financial reporting to the Congress on the cost of RTC's activities to resolve the thrift industry crisis.

GAO's audits of the insurance funds have identified flexible accounting rules that are contributing to banks' reporting overstated capital, which hinders effective regulation. Neither the private standard setters nor the regulators have effectively resolved this problem and, therefore, GAO urged the Congress to establish certain regulatory accounting principles to tighten accounting rules for reporting to the regulators.

GAO's work in this area during the next year will continue to focus on the difficult problems facing financial industries and their regulators. GAO will emphasize effective implementation of the FDIC Improvement Act, sound accounting rules that better ensure reliable financial reporting, quality of bank and thrift regulation, and the condition of the insurance funds.

Defense Audits

During fiscal year 1992, GAO reports continued to identify improvements and enhancements needed in the Department of Defense's (DOD) financial management systems and operations. GAO's series of reports on the Army's financial management operations contained numerous recommendations to improve financial practices and procedures, internal controls, and accountability over assets and to enhance the integration of logistics and financial systems. DOD made about $75 billion in adjustments to the Army's fiscal year 1991 financial statements to correct deficiencies GAO identified. GAO's second comprehensive report on the Air Force's financial operations built upon previously reported findings and disclosed that actions were still needed to implement previous recommendations. GAO recommended that DOD give higher priority to improving the accuracy of data in the Air Force's existing accounting systems before it fields new systems.

GAO also reported that DOD's progress in implementing the Defense Business Operations Fund had been slow. Key policies and financial systems needed to effectively operate the $81 billion fund had not been fully developed and implemented. Other GAO reports discussed problems in financing and maintaining effective control over approximately $31 billion of repairable inventory items. Acting upon information reported by GAO, the Congress reduced amounts budgeted for repairable parts purchases in fiscal year 1992 by $73 million.

GAO's work during the next few years will continue to focus on improvements needed in DOD's financial management, opportunities to strengthen control over financial resources, and needed enhancements to DOD organizations' financial practices and systems. GAO is conducting a second review of Army's financial operations, concentrating on selected aspects of financial management and control. Additionally, GAO will begin a comprehensive evaluation of the Navy's financial operations while continuing to monitor and evaluate the management and operation of the Defense Business Operations Fund and other DOD initiatives to improve financial management and systems.

Civil Audits

Through testimony and reports, GAO worked closely with congressional committees on a wide range of financial management issues this past fiscal year. GAO reported on serious and long-standing financial management problems at several agencies, including (1) inadequate accountability and control over Customs' resources, (2) extensive weaknesses permeating State's domestic and overseas financial systems and operations, (3) internal controls and financial management systems that do not provide NASA accurate and reliable financial information for effective management, and (4) the limited progress BIA has made in reconciling Indian Trust Fund accounts. Also, GAO's repeated emphasis on the need for long-range financial management planning for the government resulted in OMB's issuing, in April 1992, its first 5-year federal financial management status report under the CFO Act. The plan outlines OMB's approach to implementing the act and provides OMB's vision of what constitutes good financial management.

GAO placed priority on fostering the success of CFO legislation by taking a proactive role in encouraging agencies' familiarity with the CFO Act's principal features and understanding of the actions needed to successfully implement the act to foster appropriate financial reporting and accounting standards, to instill quality financial audits and audit methods, and to develop meaningful performance measures and cost systems. To help demonstrate the benefits of audited financial statements, GAO led two of the major pilot financial audits (IRS and Customs) called for by the CFO Act and encouraged the program's expansion to other agencies.

GAO also continued to play a leadership role in government efforts to strengthen agency internal controls. GAO monitored the government's Financial Integrity Act program to facilitate strengthened implementation of the act. GAO's high-risk program, instituted in January 1990, focused on the problems in 16 areas in which billions of dollars are at stake and problems have been long-standing. A substantial payoff from this work is anticipated during the next few years. Already, efforts to deal with control weaknesses that have plagued government for years and needlessly cost taxpayers billions of dollars have been intensified. GAO also evaluated a wide range of agencies' internal controls and accounting systems, resulting in significant savings as well as system improvements.

GAO work during this next year will continue to emphasize the importance of current, complete, and accurate financial information. GAO will work to ensure successful implementation of the CFO Act and will report to the Congress a summary of its findings and recommendations related to high-risk programs. Also, future GAO reviews of federal agencies' accounting systems will continue to be a major part of GAO's strategy for improving federal financial management. GAO work will also involve continuing reviews of governmentwide issues, such as credit and cash management.

Legislative Reviews and Audit Oversight

In fiscal year 1992, GAO's work focused on improving the quality and the effectiveness of audits of federal expenditures, strengthening corporate governance and accountability, ensuring the quality of audits performed by nonfederal auditors, and improving the financial management of legislative branch operations through regular financial statement audits.

GAO reviews of inspectors general (IG) and other audit organizations resulted in improved audit coverage, resource usage, quality of work, and the removal of impairments to IG independence and authority. Moreover, GAO's audit resolution work prompted the OMB to begin revising its audit follow-up guidance to ensure that agencies take action on IG audit recommendations.

In helping to strengthen corporate governance and accountability, GAO reports on bank audit committees contributed to the passage of legislation requiring independent audit committees for all federally insured depository institutions. As a result of GAO recommendations on the quality of certified public accountant audits of private employee benefit plans, legislation was introduced that will enhance the value of plan audits, encourage better plan management, and better protect the interests of plan participants and the government.

GAO financial statement audits of several legislative entities, such as the House and Senate Sergeant at Arms and other legislative programs and operations, such as the Congressional Award Program and the Library of Congress, resulted in a number of improvements in their internal controls and accounting systems.

During the next 2 years, GAO will evaluate (1) agencies' audit efforts in identifying problems in high-risk areas, (2) the effectiveness of auditors in developing and reporting on solutions to those problems, and (3) the way in which auditors work with the Congress and others to get action on audit results. GAO will also work with the congressional officers and committee staff to ensure that internal controls and accounting systems are effectively maintained and legislative branch operations are reported properly and in a meaningful way.

Accounting and Auditing Standards

Accounting and auditing standards play a significant role in improving financial management in the federal government. The standards provide the criteria against which financial management systems, financial statements, and audits are compared to assess their quality.

In the accounting area last fiscal year, GAO worked with OMB and Treasury to refine accounting standards and contribute to ongoing professional development. FASAB, composed of GAO and eight other members from the federal and private sectors, was established to develop and recommend, through sufficient due process and consensus, accounting standards for federal agencies. During fiscal year 1992, two exposure drafts were issued. GAO has also monitored developments in accounting requirements in other areas, including the state and local government and private sectors, and the international area. GAO also will continue to work with OMB by providing input in developing cost accounting standards. Finally, GAO will continue to respond to congressional requests and provide assistance to agencies on accounting standards matters.

In the auditing standards area, the Government Auditing Standards Advisory Council and GAO staff continued their work to improve standards guiding several important aspects of auditors' work. These include internal controls, compliance with laws and regulations, and planning audits of program results.

Over the next few fiscal years, GAO will continue to provide substantial technical assistance to federal agencies in the auditing area.

Information Management and Technology

During fiscal year 1992, GAO reviews of federal information technology helped bring about financial benefits of $551 million. For example, GAO reports on major systems acquisitions that had not been properly justified or planned (such as a one billion dollar Federal Aviation Administration (FAA) administrative system and the U.S. Forest Service's geographic information system) led the agencies to revise their requirements, significantly reducing the cost of these systems ($77.8 million). In response to GAO's work on capacity management, agencies initiated capacity management programs to improve their forecasting. As a result, the National Institutes of Health was able to eliminate one of its six mainframe computers ($11.5 million) and the USDA revised it's Agriculture Stabilization and Conservation Services' funding estimate by $43 million. The identification of system duplication in DOD resulted in the cancellation of a major Air Force system procurement ($73.1 million).

Other GAO reports issued in fiscal year 1992 highlighted the need to improve computer security over Drug Enforcement Administration's (DEA) collection and use of national security information and to define the Resolution Trust Corporation's corporate business needs and information requirements to support its mission of managing and selling failed thrift assets. GAO also highlighted the fact that, despite 3 years of effort, DOD has made little progress in implementing its Corporate Information Management (CIM) initiative. A GAO review of five stock exchanges resulted in improving internal controls in automated exchange operations. GAO reviews of GSA, FAA, and DOT resulted in specific organizational and policy changes to improve planning and management of their information resources systems and programs.

GAO work in this area will continue to be directed at helping the Congress and executive agencies ensure that federal money spent on computers and telecommunications is used economically and results in efficient and effective systems. GAO work will focus primarily on

- DOD's Corporate Information Management (CIM) Initiative,
- DOD's Strategic Defense Initiative,
- Embedded Computers in Major Weapons Systems,
- Environmental Data Management,
- Management of Patent Information,
- National Weather Service Modernization,
- FDIC Asset Management and Disposition Systems,
- IRS's Tax System Modernization,
- Automated Medical Records Systems,
- Automated Welfare Systems,
- Automated Earned Benefits Systems,
- Computer Security,
- Software Development, and
- Information Technology Acquisition.

Program Evaluation and Methodology

Requested by the Senate Committee on Agriculture, Nutrition, and Forestry; House Committee on Government Operations Subcommittee on Human Resources and Intergovernmental Relations; and various Members of Congress, the GAO report titled Recombinant Bovine Growth Hormone: FDA Approval Should Be Withheld Until the Mastitis Issue is Resolved (GAO/PEMD-92-26) evaluated the completeness of the research review conducted by Recombinant Bovine Growth Hormone (rBGH) sponsors and the Food and Drug Administration (FDA). Recombinant bovine growth hormone (rBGH) is a biotechnologically engineered drug designed to increase cow milk production. Concerns have been raised about the human and animal health and safety risks of the drug. GAO concluded that, while the research review for direct (i.e., residue) risks had been complete, an important, indirect risk had not been assessed. Based upon research results of the four rBGH products under FDA review and other related research literature, GAO found that mastitis incidence in cows being treated with rBGH was greater than for control animals. The consequence could be more use of antibiotics for these cows, which in turn could mean higher antibiotic levels in milk. The initial FDA response is that it will follow up on the GAO conclusion and determine whether related milk/antibiotic levels are increased through rBGH use before it considers approving the rBGH products under application.

Requested by the Chairman of the House Foreign Affairs Committee, GAO produced an eight-volume series of reports on the U.S. strategic triad. The capping report in the series is titled U.S. Strategic Triad: Final Report and Recommendations (GAO/C-PEMD-92-8). This comprehensive study analyzes the performance of the weapon systems of the three legs of the nuclear triad and compares the weapons of each leg using common measures of effectiveness. This approach permits assessment of the most appropriate nuclear force structure, given a variety of likely threat and arms control environments and of force performance objectives. The potential dollar savings achievable through this work include increased reliance on the sea-leg, which the study found to possess virtually all of the strengths of the land-leg and none of its major weaknesses or the elimination of further procurement of the B-2 bomber, which the study found to be unproven and unnecessary as a strategic bomber. GAO has also initiated a study of the Operation Desert Storm air campaign to assess the extent to which the military objectives were achieved and the contributions that various weapon systems made to that success. This project is being performed for the Chairman of the House Energy and Commerce Committee.

The report, Cross Design Synthesis: A New Strategy for Medical Effectiveness Research, was requested by the Senate Majority Leader, Senate Committee on Governmental Affairs, and Senate Special Committee on Aging (GAO/PEMD-92-18). In this work, GAO addressed a difficult research problem: how to provide information that is at once (1) scientifically valid and (2) relevant to the "real life" conditions of medical practice. If these two criteria are not met, no one can be confident that a treatment actually "works" in medical practice. Yet no single study design efficiently meets both criteria. The GAO solution is a carefully crafted strategy that synthesizes results from two different and complementary study designs--capturing the unique strengths of each. The reactions to the innovative method described in the report are as follows: the Director of NIH requested numerous copies for each Institute; the Agency for Health Care Policy and Research has distributed copies to all their grantees; a scholarly journal invited an article; the Harvard School of Public Health invited two separate presentations of the method; and the British medical journal Lancet has dedicated an editorial to the GAO work.

Requested by the Senate Committee on Commerce, Science, and Transportation and the Consumer Subcommittee, GAO investigated how changes in the weight of passenger cars have affected their safety (GAO/PEMD-92-1). This work was performed in the context of the political debate about proposals to conserve energy, in particular by raising requirements for corporate average fuel economy. Opponents of such measures argued that they would inevitably require cars to become lighter and therefore less safe. In its report, Highway Safety: Have Automobile Weight Reductions Increased Highway Fatalities?, GAO found that, while the lightest cars have historically been associated with higher fatality rates than the heaviest, the relationship between weight and safety is neither simple nor linear. In fact, since the mid-1970s passenger cars have become both lighter and safer on average, and the greatest safety gains have been in lighter cars. The decrease in the proportion of heavy cars on the road has itself lessened the threat to lighter vehicles. The report concluded that predictions of inevitable sharp increases in highway fatalities if cars became lighter were unsubstantiated. The report has been widely cited during congressional and other policy debates on energy policy.

Requested by the House Select Committee on Aging and the House Congressional Hispanic Caucus, the GAO report titled, Hispanic Access to Health Care: Significant Gaps Exist (GAO/PEMD-92-6), examined the reasons why a higher percentage of Hispanics than non-Hispanics lack health insurance, the extent to which Medicaid and Medicare serve the Hispanic population, and the data sources currently available to provide a profile of the health status of U.S. Hispanics. GAO reported that, in 1989, 33 percent of all Hispanics--including 37 percent of Mexican Americans, 16 percent of Puerto Ricans, and 20 percent of Cuban Americans--had no health insurance at all. GAO found that, to a large degree, the high rate of noninsurance among Hispanics is the result of being employed in jobs that do not provide health benefits. GAO also reported that many Hispanics are concentrated in states with the most stringent Medicaid eligibility criteria, such as Texas and Florida. Further, GAO found that, despite recent efforts to collect data on Hispanic health, the health status of Hispanics, especially subgroups, is not well known.

Requested by the Subcommittee on Human Resources and Intergovernmental Relations, House Committee on Government Operations, the report titled, Breast Cancer, 1971-91: Prevention, Treatment, and Research (GAO/PEMD-92-12), reviewed progress during the past two decades in preventing and treating breast cancer. GAO also suggested what kinds of research are needed to help prevent the disease and improve survival rates. GAO reported that incidence has increased since the early 1970s, with a gradual trend that accelerated in the 1980s. However, GAO found that medical detection, diagnosis, and treatment of the disease have improved. GAO concluded that gaps in fundamental knowledge about breast cancer's causes and its mode of operation are critical obstacles to more effective prevention and treatment. The report provided the basis for a House subcommittee hearing along with the directors of the National Institutes of Health and the National Cancer Institute. The report also received extensive coverage in the press and in scientific publications and is now one of the three most frequently ordered GAO reports.

Requested by the Subcommittee on Oversight and Investigations, House Committee on Energy and Commerce, the report titled, Medical Technology: Quality Assurance Needs Stronger Management Emphasis and Higher Priority (GAO/PEMD-92-10), examined the scope of the current quality assurance requirements for medical device manufacturers, implementation of the current regulation, and industry compliance. The report showed that FDA did not meet its statutory requirements to inspect device manufacturers biennially and that the trend in the frequency of inspections was declining. It also showed that the quality of the inspections conducted and the level of technical training possessed by the inspection force inhibited the capacity of the quality assurance system from serving as an early warning of device problems. Finally, the report found that quality assurance violations were chronic among some manufacturers and that the identification of a serious problem in its manufacturing operation did not motivate manufacturers to substantially reduce their rate of violations. The FDA concurred with GAO's recommendations and agreed to take steps to correct the system deficiencies. The report had wide circulation and was the subject of a hearing held by the House Subcommittee on Oversight and Investigations, Committee on Energy and Commerce.

During the coming years, GAO will continue to apply systematic research and evaluation methods to assess complex questions of major national interest and also continue to develop and demonstrate innovative methods for obtaining reliable and relevant results in program evaluation work generally.

Claims Settlement Work

In addition to GAO's traditional review functions, the General Government Division's Claims Group has the mission to settle claims for and against the U.S. government. The Claims Group handles a wide variety of difficult and complex cases involving legal issues that cannot be resolved at the agency level or that have been appealed to GAO. The Claims Group also has authority to waive the collection of certain erroneous payments to federal employees and has oversight responsibility for disbursing funds awarded to plaintiffs through specific litigation and in cases where violations of work statutes have occurred. During fiscal year 1992, the Claims Group settled 9,350 claims of all types and authorized the disbursement of $900 million.

Highly Specialized Investigations

GAO's Office of Special Investigations (OSI) conducts investigations requiring advanced technical and investigative skills and expertise. OSI provides direct assistance to the Congress and assists GAO divisions when potential fraud is alleged or found during audits and program reviews. During fiscal year 1992, GAO investigated matters concerning conflicts of interest and ethics violations, contract and procurement improprieties, economic espionage, and criminal justice issues.

Specialized Economic Analysis

During fiscal year 1992, the Office of the Chief Economist (OCE) provided direct technical economic assistance on various GAO assignments and reviewed and commented on approximately 300 draft reports and testimonies. OCE actively worked on several major assignments and provided economic support for GAO's activities regarding federal deficit reductions and other budgetary matters.

Management Initiatives

PAQRS and Adopting Quality Management Initiatives

GAO's quality control review program--the Post Assignment Quality Review System (PAQRS)--continues to operate agencywide to ensure that audit and evaluation activities are conducted with the highest degree of professionalism and conform to all applicable quality standards.

Quality management is a leadership philosophy that sets quality as the primary goal of everyone in an organization and establishes continuous improvement as a way of life. Quality management emphasizes management by fact and offers a comprehensive approach to managing that has helped both public and private sector organizations make significant changes in quality, efficiency, and effectiveness. One of the key strengths of quality management is involving all people in the organization in quality improvement efforts. We believe quality management will allow GAO to provide much higher levels of service to all of our customers--both external and internal.

In fiscal year 1991 the Quality Council worked to develop a quality management mission statement and a quality improvement implementation plan, which outlined the quality goals of the agency and the activities in which the agency would be engaged in, in the early stages of implementation, during fiscal years 1992 and 1993. To that end, during 1992, the first full-year of GAO's quality management initiative, we gathered information on performance processes that we are using to set priorities for improvement for the next two years. In addition, we assessed congressional satisfaction with GAO work.

Reforms in Policies and Procedures

Based on concerns expressed by the minority in the House and the Senate, GAO has been discussing a number of reforms in its policies and procedures with legislative leaders. Among the changes under consideration are developing definitive guidelines on assigning detailees, consulting with committee members and staffs on new assignments, and exercising greater control over when and how to obtain agency comments on reports.

Recruitment, Training, and Retaining a Multidisciplinary Work Force

In the area of recruitment GAO has enjoyed much success with its nationwide college recruitment program. Averaging 25 applicants per position vacancy, the applicant pool continues to more closely match recruitment needs. Since February of 1992 however, GAO has been unable to avail itself of the talented individuals applying for employment due to the imposition of a hiring freeze. The hiring freeze is necessary to reduce staffing and will probably continue throughout fiscal year 1993.

Asbestos Abatement in GAO Building

During the past year, the asbestos abatement and space renovation activities have continued. The renovation of another full floor of the headquarters building will be completed in fiscal year 1994 and asbestos abatement work and renovation will be ongoing on other floors. During this same period, GAO also will continue to upgrade building mechanical support systems.

Information Resources Technology

With the continued support of the Legislative Subcommittee of the House Appropriations Committee, GAO continued to move ahead with the development of its network resources in fiscal year 1992. In this development effort, GAO is not simply automating its existing audit practices. Rather, by integrating its technology development with its Total Quality Management (TQM) initiative, GAO is examining its mission processes and re-engineering them, as appropriate, to take full advantage of technology's potential impact on its work processes.

In this regard, GAO brought its pilot computer network to maturity during fiscal year 1992. It stabilized its operations and developed a prototype network using a graphical user interface. In addition, GAO instituted effective performance management on the network itself and developed the agency's first comprehensive Network Policy and Procedures Manual to guide network administration. Furthermore, it obtained contractor assistance to identify the network's full configuration and to develop the first application of network technology to the mission of the agency, a data gathering/analysis application. Throughout these processes, GAO has worked closely with the Legislative Subcommittee of House Appropriations Committee and its Surveys and Investigations staff. As requested by Congress, GAO will issue its final report on the benefits of the network pilot in FY 1994. Assuming that analysis demonstrates substantial benefits to GAO's operations, the agency will request funds to implement an agency-wide network in its FY 1995 appropriations.

Other significant accomplishments in the area of information resources management in fiscal year 1992 included:

- updating and revising the agency's requirements for the workstations, including "notebook-sized" portables, needed to perform its mission and staff assignments and executing the procurements to obtain them;

- enhancing access to GAO's information by making information about its publications, and some of the publications themselves, available to customers in electronic form; and initiating a project to make all GAO's information available electronically;

- building on its successful pilot program with the Architect of the Capitol, which determined the value of video teleconferencing for GAO, by developing plans for adding video teleconferencing capacity to other GAO regional offices;

- enhancing GAO's document production process to reduce report processing time, create a full-text data base of GAO documents, and reduce cost; and pilot testing and implementing an electronic publishing system, a major step toward electronic on-demand publishing which will eventually enable GAO to reduce its paper inventory and print products more quickly;

- continuing its program to enhance local telephone services agency-wide by replacing its outmoded analog technology with modern digital services; and

- supporting efforts to establish the Legislative Branch Telecommunications Network, which links the key components of the Legislative Branch, by helping to define requirements, plan the network, and establish its operating standards and procedures.

Hosting the Congress of the International Organization of Supreme Audit Institutions (INTOSAI)

For over 20 years, GAO has been a member of INTOSAI, an organization composed of the heads of national government audit offices. Its ongoing activities are designed to promote the sharing of expertise and the enhancement of members audit capabilities. Traditionally, the United States has played a major role in INTOSAI's technical sessions and in the organization's governance. In 1991 (fiscal year 1992) as part of its INTOSAI commitment, the U.S. hosted the annual meeting of the INTOSAI governing board. In October 1992, GAO successfully hosted the INTOSAI Congress and Technology Symposium (INCOSAI).

The INCOSAI activities will be completed during the 1993 fiscal year. The process has begun to prepare the meeting proceedings which will be published in all 5 languages and distributed to all INTOSAI member countries. In addition, all documentation related to the XIV INCOSAI will be archived for historical purposes.

Productivity

Measuring productivity by the number of products issued is not in itself a complete measure of GAO's effectiveness. GAO's success lies in the extent to which it can help committees and members carry out their responsibilities. It also depends on GAO's ability to convince agencies of the need to implement its recommendations to improve their efficiency and effectiveness and to reduce their operating and program costs.

Products

During fiscal year 1992, GAO issued 1,573 reports, briefings, and testimonies. Of this total, 94 percent were produced for the Congress and included 289 testimonies. The agency's Claims Group processed 9,350 claims. The legal staff issued 3,970 decisions and opinions and 5 sets of comments on proposed legislation, and provided a wide variety of other services.

GAO communicated the results of its work by using various media. When appropriate, briefing reports, fact sheets, and letter reports replaced chapter reports as a faster means to communicate with congressional requesters and agency officials. Additionally, GAO used chapter reports to consolidate GAO work in particular areas into comprehensive statements.

The following table shows products issued in fiscal year 1992 and estimated products to be issued in fiscal year 1993 and 1994.

Table 4: GAO Products Issued in FY 1992, and estimated for FY 1993 and FY 1994 by Product Type

Products	1992 Actual	1993 Estimate	1994 Estimate
A. Congressional			
1. Briefing Reports	76	75	80
2. Fact Sheets	61	65	70
3. Letter Reports	553	555	560
4. Chapter Reports	225	225	230
5. Correspondence	125	130	135
B. Agency and Other			
1. Letter Reports	58	55	55
2. Chapter Reports	19	20	20
C. Congressional Briefings	167	170	175
Subtotal	1,284	1,295	1,325
D. Testimony 1/	289	275	300
E. Congressional Inquiries on Claims Activities	86	90	90
F. Legal Decisions and Advice	3,721	3,600	3,900
G. Legal Opinions and Interpretations for the Congress	249	235	250
H. Bill Comments	5	10	15
I. Other 2/	9,365	9,400	9,460
Total	14,999	14,905	15,340

1/ Division totals for fiscal year 1992 do not add up to GAO's total due to joint testimonies by divisions.

2/ The majority of work in this category is work performed by the Claims Group. The category also includes reports issued by the OSI and breifings that are not entered in the GAO document system due to their restricted classifications.

Changes in GAO's Prior Plans for Fiscal Years 1992 and 1993

Planned Expenditures by Object Class

Each year GAO gives the Congress a detailed list of how it plans to spend the funding appropriated for the current year and that requested for the budget year. As GAO executes the budget, it tries to spend its appropriation in accordance with the plan presented to the Congress; unforeseen circumstances, however, sometimes dictate that these plans change. GAO policy is to seek congressional approval before shifting significant amounts of funding designated and approved for major projects by the Congress.

Tables 5 and 6 compare planned expenditures for fiscal years 1992 and 1993 (as shown in the Fiscal Year 1993 Justification of Estimates) with the actual expenditures for fiscal year 1992 and with the revised estimates for fiscal year 1993, respectively. Explanations are provided for variances of more than 10 percent or $100,000, whichever is greater.

Table 5: Comparison of Fiscal Year 1992 Revised Estimates With Fiscal Year 1992 Actual Expenditures
(Dollars in thousands)

	Object Class	Revised 1992	Actual 1992	Change From Revised 1992
11	Personnel Compensation	271,286	272,576	1,290
12	Personnel Benefits	50,613	50,351	(262)
13	Benefits for Former Personnel	205	240	35
21	Travel and Transportation	22,314	21,178	(1,136)
22	Transportation of Things	366	466	100
23	Rent, Communications, and Utilities	33,486	32,881	(605)
24	Printing and Reproduction	4,014	3,746	(268)
25	Other Services	37,828	42,123	4,295
26	Supplies and Materials	2,770	3,047	277
31	Furniture and Equipment	9,861	10,847	986
32	Land and Structures	9,869	4,595	(5,274)
42	Claims and Indemnities	35	37	2
	Total	$442,647	$442,087	$(560)

25 Other Services +512

In order to fund renovation of the 4th floor of the GAO Building, it was necessary to transfer funding from object class 32 since the work is being performed through an interagency contract which is budgeted in object class 25.

Table 6: Comparison of Fiscal Year 1993 Estimates With Fiscal Year 1993 Revised Estimates (Dollars in thousands)

	Object Class	Estimated 1993	Revised 1993	Change From Estimated 1993
11	Personnel Compensation	$269,018	$274,233	5,215
12	Personnel Benefits	52,875	51,423	(1,452)
13	Benefits for Former Personnel	226	218	(8)
21	Travel and Transportation	19,864	16,747	(3,117)
22	Transportation of Things	51	136	85
23	Rent, Communications, and Utilities	33,895	33,918	23
24	Printing and Reproduction	3,894	3,396	(498)
25	Other Services	37,892	37,869	(23)
26	Supplies and Materials	2,687	2,123	(564)
31	Furniture and Equipment	3,565	3,911	346
32	Land and Structures	11,158	11,158	0
42	Claims and Indemnities	42	35	(7)
	Total	$435,167	$435,167	$0

Staffing

GAO employs staff with various occupational interests and abilities to fulfill its mission. The majority of the staff are full-time permanent employees in the audit and evaluation divisions. However, a small number of full-time temporaries and part-time permanent employees are on board throughout the year. Consultants, cooperative education program participants, student interns, stay-in-school students, summer program participants and other temporaries are employed to assist with specific projects, to help handle peak work loads and to fill in during summer vacations.

Table 7 shows actual use for fiscal year 1992 and planned use of staff for fiscal years 1993 and 1994.

Table 7: Summary of Personnel and Compensation
(Dollars in thousands)

Classification	Number of Employees			Amount			
	1992	1993	1994	1992	1993	1994	
Staff Ceiling 1/ Total average positions	5,062	4,900	4,900	$272,576	$274,233	$300,469	
11.0 Full-Time Permanent 2/	5,133	5,100	5,085	$263,292	$270,405	$290,487	
Other Than Full-Time Permanent 3/	556	465	464	$4,221	$3,523	$3,681	
Other Personnel Compensation				$5,063	$305	$6,301	4/
25.0 Other Services (Contracts for on-site personal services) 5/	156	140	142	19,792	18,130	$19,121	

1/ Every year Congress approves a staff ceiling for GAO. The figures shown here represent the actual usage for fiscal year 1992, the Committee authorized level for fiscal year 1993, and the requested level for fiscal year 1994.

2/ The numbers reflect total employees on board at a particular point in time and do not directly relate to the staff ceiling number, which represents average employment for the entire fiscal year.

3/ Represents the actual and estimated total number of employees in these programs during the year. A large number work only for portions of the year. Some work only for a few days.

4/ Increase is due to the fact that no bonuses will be paid in fiscal year 1993 because the performance appraisal rating period was extended to 15 months.

5/ Includes employees whose services are obtained under contract with an individual or an organization performing on-site services (in agency work space) for 6 months or more during a twelve-month period.

Fiscal Year 1994 Budget Request

Travel

Increased funding in fiscal year 1994 is necessary if GAO is to provide the Congress with efficient and effective responses to requests for audits and evaluations. Funds for fiscal year 1993 were reduced below base levels for fiscal year 1992, forcing the agency to cut from other areas in order to maintain adequate travel funding. Failure to increase funding in fiscal year 1994 will severly impact GAO's ability to collect and verify data in the field as well as limit supervisory involvement in audit activities, and will ultimately result in reduction of GAO's capacity to produce timely and accurate responses.

Training

GAO has adopted the requirement of the Government Auditing Standards (published in 1988) that all audit and evaluation staff complete a minimum of 80 hours of continuing professional education every 2 years. This requirement enables GAO to ensure that staff keep current in their areas of expertise and continue to sharpen their skills so that audit and evaluation work in support of the Congress is of the highest quality. To meet this requirement, GAO is requesting an increase in its training accounts to permit greater use of educational institutions and to deliver more courses being developed by the GAO Training Institute for its professional, administrative, and executive staff.

In fiscal year 1994, GAO will continue to introduce quality management concepts and approaches into the fabric of the organization. Successful implementation of quality management is a gradual process that will encompass all staff members. For GAO to succeed, staff education and training are critical.

ADP

In the ADP area, GAO is requesting funding to meet stand-alone workstation requirements, which includes portable microcomputers, phased upgrade of desktop microcomputers to 32-bit technology, and upgrades of software to current versions. The increase also includes on-going maintenance and upgrade of GAO's pilot and not-pilot LAN's.

Facilities

GAO is requesting funding to maintain the construction schedule for the removal of friable asbestos and subsequent renovation of the GAO building. (Refer to Asbestos Abatement Program for futher detail).

Appropriation Language

GAO's appropriation language relating to the planning, administering, receiving, sponsoring and other expenses of the INTOSAI Governing Board Meeting and the INTOSAI Congress is being deleted since this authority will not be needed after fiscal year 1993.

Other Services

GAO procures many services through interagency agreements and through contracts with private firms. A major factor in deciding whether to contract for services is the cost of providing the services in-house versus the cost of contractors.

Table 8 shows GAO's actual (fiscal year 1992) and estimated (fiscal years 1993 and 1994) costs for and numbers of contracts for those areas where assistance is needed from public and private contractors.

Table 8: Object Class 25.0 Other Services

Type of Contract Services	FY 1992		FY 1993		FY 1994	
	No.	Amount	No.	Amount	No.	Amount
Administrative Support	32	$18,093,998	29	$16,468,790	26	$15,056,997
ADP Services	29	13,102,392	28	12,841,920	37	17,520,000
Audit Support	18	1,287,428	13	917,855	14	1,083,390
Health Services	22	502,189	22	513,000	2	556,200
Maintenance	5	1,820,900	5	2,086,920	7	3,061,080
Security Investigations	3	237,000	3	296,000	3	307,890
Training	13	1,153,422	10	854,700	13	1,167,210
Subtotal for Contracts	122	$36,197,329	110	$33,979,185	102	$38,752,767
Miscellaneous Purchase Orders		5,925,671		3,889,815		6,550,233
Total - Other Services		$42,123,000		$37,869,000		$45,303,000
		======		======		======

Organizational Changes

During fiscal year 1992, the International Trade and Finance issue area was shifted from National Security and International Division (NSIAD) to General Government Division (GGD) in recognition of changing national security priorities resulting from the end of the Cold War. In addition, GAO made several changes in its management team.

- Mr. Richard L. Brown, formerly Director of General Services & Controller (GS&C), was appointed Deputy Assistant Comptroller General for Operations.
- Ms. Susan B. Burtner, formerly Deputy Director of GS&C, was appointed Director of GS&C.
- Mr. Martin M. Ferber, formerly Director of Navy Issues, NSIAD, was appointed Manager of the Far East Office.
- Mr. Thomas J. Brew, formerly Director of Operations, Program Evaluation and Methodology Division (PEMD), was appointed Manager of the Denver Regional Office.
- Mr. James Watts, formerly Associate Director of Defense and Information Systems, Information Management and Technology (IMTEC), was appointed as Manager of the Kansas City Regional Office.

AVERAGE POSITION (ALLOCATED)
FOR FY 1993

ATTACHMENT A

ISSUE AREA/AREAS OF INTEREST	GGD	HRD	NSIAD	RCED	AFMD	IMTEC	PEMD	OTHER	TOTAL
--GGD--									
FINANCIAL INSTITUTIONS & MARKETS	118	0	0	0	0	0	0	0	118
INTERNATIONAL TRADE & FINANCE	60	0	0	0	0	0	0	0	60
TAX POLICY & ADMINISTRATION	115	0	0	0	0	0	0	0	115
ADMINISTRATION OF JUSTICE	101	0	0	0	0	0	0	0	101
FEDERAL MANAGEMENT ISSUES	81	16	15	12	4	0	0	0	128
WORKFORCE QUALITY	73	0	0	0	0	0	0	0	73
GOV'T BUSINESS OPERATIONS & INFO	91	0	0	0	0	0	0	0	91
CLAIMS	47	0	0	0	0	0	0	0	47
ACG'S OFFICE & SUPPORT	79	0	0	0	0	0	0	0	79
SUBTOTAL	765	16	15	12	4	0	0	0	812
--HRD--									
INCOME SECURITY	0	125	0	3	0	0	0	0	128
MEDICARE & MEDICAID ISSUES	0	91	0	0	0	0	0	0	91
FEDERAL HEALTH CARE DELIVERY	0	75	0	0	0	0	0	0	75
NATIONAL AND PUBLIC HEALTH	0	66	0	0	0	0	0	0	66
EDUCATION & EMPLOYMENT	0	108	0	0	0	0	0	0	108
NON-ISSUE AREA WORK	0	37	0	0	0	0	0	0	37
ACG'S OFFICE & SUPPORT	0	61	0	0	0	0	0	0	61
SUBTOTAL	0	563	0	3	0	0	0	0	566
--NSIAD--									
AIR FORCE	0	0	126	0	0	0	0	0	126
ARMY	0	0	129	0	0	0	0	0	129
NAVY	0	0	99	0	0	0	0	0	99
RDAP	0	0	112	0	0	0	0	0	112
DEFENSE FORCE MANAGEMENT	0	0	50	0	0	0	0	0	50
LOGISTICS	0	0	59	0	0	0	0	0	59
C3I	0	0	69	0	0	0	0	0	69
SECURITY & INTERNATIONAL RELATIONS	0	0	65	0	0	0	0	0	65
FOREIGN ECONOMIC ASSISTANCE	0	0	55	0	0	0	0	0	55
NASA	0	0	49	0	0	0	0	0	49
NON-ISSUE AREA WORK	0	0	17	0	0	0	0	0	17
ACG'S OFFICE & SUPPORT	0	0	81	0	0	0	0	0	81
SUBTOTAL	0	0	911	0	0	0	0	0	911
--RCED--									
ENERGY & SCIENCE	0	0	0	134	0	0	0	0	134
FOOD & AGRICULTURE	3	0	0	100	0	0	0	0	103
TRANSPORTATION	0	0	0	125	0	0	0	0	125
HOUSING & COMMUNITY DEVELOPMENT	0	0	0	80	0	0	0	0	80
ENVIRONMENTAL PROTECTION	0	0	15	118	0	0	0	0	133
NATURAL RESOURCES MANAGEMENT	0	0	0	90	0	0	0	0	90
ACG'S OFFICE & SUPPORT	0	0	0	99	0	0	0	0	99
SUBTOTAL	3	0	15	746	0	0	0	0	764
--AFMD--									
BUDGET ISSUES	0	0	0	0	22	0	0	0	22
CORPORATE AUDITS	0	0	0	0	113	0	0	0	113
DEFENSE AUDITS	0	0	0	0	119	0	0	0	119
CIVIL AUDITS	0	0	0	0	136	0	0	0	136
LEGISLATIVE REVIEWS & AUDIT OVERSIGHT	0	0	0	0	41	0	0	0	41
OTHER DIVISION WORK	0	0	0	0	28	0	0	0	28
ACG'S OFFICE & SUPPORT	0	0	0	0	66	0	0	0	66
SUBTOTAL	0	0	0	0	525	0	0	0	525
--IMTEC--									
INFORMATION MANAGEMENT & TECHNOLOGY	0	0	0	0	0	245	0	0	245
ACG'S OFFICE & SUPPORT	0	0	0	0	0	45	0	0	45
SUBTOTAL	0	0	0	0	0	290	0	0	290
--PEMD--									
PROGRAM EVALUATION & METHODOLOGY	0	0	0	0	0	0	87	0	87
NON-ISSUE AREA WORK	0	0	0	0	0	0	2	0	2
ACG'S OFFICE & SUPPORT	0	0	0	0	0	0	21	0	21
SUBTOTAL	0	0	0	0	0	0	110	0	110
--OTHER--									
INVESTIGATIONS	0	0	0	0	0	0	0	50	50
OFFICE OF THE CHIEF ECONOMIST	0	0	0	0	0	0	0	24	24
OFFICE OF THE GENERAL COUNSEL	0	0	0	0	0	0	0	211	211
SUBTOTAL	0	0	0	0	0	0	0	285	285
TOTAL MISSION RELATED WORK	768	579	941	761	529	290	110	285	4263
TOP MANAGEMENT AND MISSION SUPPORT OFFICES									637
TOTAL GAO									4900

AVERAGE POSITION (REQUESTED)
FOR FY 1994

ATTACHMENT B

ISSUE AREA/AREAS OF INTEREST	GGD	HRD	NSIAD	RCED	AFMD	IMTEC	PEMD	OTHER	TOTAL
--GGD--									
FINANCIAL INSTITUTIONS & MARKETS	118	0	0	0	0	0	0	0	118
INTERNATIONAL TRADE & FINANCE	60	0	0	0	0	0	0	0	60
TAX POLICY & ADMINISTRATION	115	0	0	0	0	0	0	0	115
ADMINISTRATION OF JUSTICE	101	0	0	0	0	0	0	0	101
FEDERAL MANAGEMENT ISSUES	81	16	15	12	4	0	0	0	128
WORKFORCE QUALITY	73	0	0	0	0	0	0	0	73
GOV'T BUSINESS OPERATIONS & INFO	91	0	0	0	0	0	0	0	91
CLAIMS	47	0	0	0	0	0	0	0	47
ACG'S OFFICE & SUPPORT	79	0	0	0	0	0	0	0	79
SUBTOTAL	765	16	15	12	4	0	0	0	812
--HRD--									
INCOME SECURITY	0	125	0	3	0	0	0	0	128
MEDICARE & MEDICAID ISSUES	0	91	0	0	0	0	0	0	91
FEDERAL HEALTH CARE DELIVERY	0	75	0	0	0	0	0	0	75
NATIONAL AND PUBLIC HEALTH	0	66	0	0	0	0	0	0	66
EDUCATION & EMPLOYMENT	0	108	0	0	0	0	0	0	108
NON-ISSUE AREA WORK	0	37	0	0	0	0	0	0	37
ACG'S OFFICE & SUPPORT	0	61	0	0	0	0	0	0	61
SUBTOTAL	0	563	0	3	0	0	0	0	566
--NSIAD--									
AIR FORCE	0	0	126	0	0	0	0	0	126
ARMY	0	0	129	0	0	0	0	0	129
NAVY	0	0	99	0	0	0	0	0	99
RDAP	0	0	112	0	0	0	0	0	112
DEFENSE FORCE MANAGEMENT	0	0	50	0	0	0	0	0	50
LOGISTICS	0	0	59	0	0	0	0	0	59
C3I	0	0	69	0	0	0	0	0	69
SECURITY & INTERNATIONAL RELATIONS	0	0	65	0	0	0	0	0	65
FOREIGN ECONOMIC ASSISTANCE	0	0	55	0	0	0	0	0	55
NASA	0	0	49	0	0	0	0	0	49
NON-ISSUE AREA WORK	0	0	17	0	0	0	0	0	17
ACG'S OFFICE & SUPPORT	0	0	81	0	0	0	0	0	81
SUBTOTAL	0	0	911	0	0	0	0	0	911
--RCED--									
ENERGY & SCIENCE	0	0	0	134	0	0	0	0	134
FOOD & AGRICULTURE	3	0	0	100	0	0	0	0	103
TRANSPORTATION	0	0	0	125	0	0	0	0	125
HOUSING & COMMUNITY DEVELOPMENT	0	0	0	80	0	0	0	0	80
ENVIRONMENTAL PROTECTION	0	0	15	118	0	0	0	0	133
NATURAL RESOURCES MANAGEMENT	0	0	0	90	0	0	0	0	90
ACG'S OFFICE & SUPPORT	0	0	0	99	0	0	0	0	99
SUBTOTAL	3	0	15	746	0	0	0	0	764
--AFMD--									
BUDGET ISSUES	0	0	0	0	22	0	0	0	22
CORPORATE AUDITS	0	0	0	0	113	0	0	0	113
DEFENSE AUDITS	0	0	0	0	119	0	0	0	119
CIVIL AUDITS	0	0	0	0	136	0	0	0	136
LEGISLATIVE REVIEWS & AUDIT OVERSIGHT	0	0	0	0	41	0	0	0	41
OTHER DIVISION WORK	0	0	0	0	28	0	0	0	28
ACG'S OFFICE & SUPPORT	0	0	0	0	66	0	0	0	66
SUBTOTAL	0	0	0	0	525	0	0	0	525
--IMTEC--									
INFORMATION MANAGEMENT & TECHNOLOGY	0	0	0	0	0	245	0	0	245
ACG'S OFFICE & SUPPORT	0	0	0	0	0	45	0	0	45
SUBTOTAL	0	0	0	0	0	290	0	0	290
--PEMD--									
PROGRAM EVALUATION & METHODOLOGY	0	0	0	0	0	0	87	0	87
NON-ISSUE AREA WORK	0	0	0	0	0	0	2	0	2
ACG'S OFFICE & SUPPORT	0	0	0	0	0	0	21	0	21
SUBTOTAL	0	0	0	0	0	0	110	0	110
--OTHER--									
INVESTIGATIONS	0	0	0	0	0	0	0	50	50
OFFICE OF THE CHIEF ECONOMIST	0	0	0	0	0	0	0	24	24
OFFICE OF THE GENERAL COUNSEL	0	0	0	0	0	0	0	211	211
SUBTOTAL	0	0	0	0	0	0	0	285	285
TOTAL MISSION RELATED WORK	768	579	941	761	529	290	110	285	4263
TOP MANAGEMENT AND MISSION SUPPORT OFFICES									637
TOTAL GAO									4900

Schedule A

GENERAL ACCOUNTING OFFICE
Summary by Organization and Object Class
(Dollars in thousands)

	1992 Actual		1993 Revised		1994 Estimate		Net Change (1993 to 1994)	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
By Organization								
Top Management	36	$3,770	34	$3,012	34	$3,278		$266
Program Divisions:								
GGD	473	30,869	486	32,706	486	35,765		3,059
HRD	315	21,289	304	21,467	304	23,451		1,984
NSIAD	509	35,298	474	34,667	474	37,842		3,175
RCED	465	32,036	455	32,586	455	35,582		2,996
Technical Divisions:								
AFMD	313	22,675	312	23,976	312	26,093		2,117
IMTEC	194	13,553	192	13,893	192	15,158		1,265
PEMD	94	6,601	90	6,312	90	6,890		578
Offices:								
OCE	13	1,017	24	1,734	24	1,882		148
OGC	219	16,363	211	16,301	211	17,795		1,494
OSI	41	3,313	40	3,209	40	3,499		290
Regional and Overseas	1,770	118,692	1,675	114,830	1,675	125,289		10,459
Mission Support	620	136,611	603	130,474	603	165,061		34,587
Total	5,062	$442,087	4,900	$435,167	4,900	$497,585		$62,418
By Object Class								
11 Personnel Compensation	5,062	$272,576	4,900	$274,233	4,900	$300,469		$26,236
12 Personnel Benefits		50,351		51,423		57,588		6,165
13 Benefits-Former Personnel		240		218		237		19
21 Travel and Transportation		21,177		16,747		18,549		1,802
22 Transportation of Things		466		136		517		381
23 Rent, Communications and Utilities		32,882		33,918		35,154		1,236
24 Printing and Reproduction		3,746		3,396		3,570		174
25 Other Services		42,123		37,869		45,303		7,434
26 Supplies and Materials		3,047		2,123		2,651		528
31 Furniture and Equipment		10,847		3,911		14,664		10,753
32 Land and Structures		4,595		11,158		18,841		7,683
42 Insurance Claims and Indemnities		37		35		42		7
Total	5,062	$442,087	4,900	$435,167	4,900	$497,585		$62,418

GENERAL ACCOUNTING OFFICE

Change Analysis - 1993 to 1994
(Dollars in thousands)

			Program Changes		
	Mandatory	Price Level	Workload	Equipment, Alterations, Maintenance, Repairs, etc.	Total
By Organization					
Top Management	$246	$14	$6		$266
Program Divisions:					
GGD	2,969	45	45		3,059
HRD	1,903	38	43		1,984
NSIAD	3,025	71	79		3,175
RCED	2,888	49	59		2,996
Technical Divisions:					
AFMD	2,001	63	53		2,117
IMTEC	1,211	24	30		1,265
PEMD	554	13	11		578
Offices:					
OCE	145	2	1		148
OGC	1,464	21	9		1,494
OSI	271	8	11		290
Regional and Overseas	9,272	549	638		10,459
Mission Support	6,471	2,069	3,859	22,188	34,587
Total	$32,420	$2,966	$4,844	$22,188	$62,418
By Object Class					
11 Personnel Compensation	$26,236				$26,236
12 Personnel Benefits	6,165				6,165
13 Benefits-Former Personnel	19				19
21 Travel and Transportation		$774	$1,028		1,802
22 Transportation of Things		6	375		381
23 Rent, Communications and Utilities		1,075	350	($189)	1,236
24 Printing and Reproduction		126	48		174
25 Other Services		795	2,627	4,012	7,434
26 Supplies and Materials		112	416		528
31 Furniture and Equipment		71		10,682	10,753
32 Land and Structures				7,683	7,683
42 Insurance Claims and Indemnities		7			7
Total	$32,420	$2,966	$4,844	$22,188	$62,418

Schedule C

GENERAL ACCOUNTING OFFICE
Detail Analysis - 1993 to 1994
(Dollars in thousands)

	Staff	Amount	
FY 1993 Budget Base	4,900		$435,167
I. Adjustments to Base			
A. Mandatory Pay and Related Costs			
1. Annualization of FY 1993 Salaries		3,535	
2. Ingrade Increases		4,282	
3. Promotions		2,050	
4. Civilian Pay Raise		4,452	
5. Locality Pay		4,763	
6. Positions Other Than Permanent		158	
7. Terminal Leave Payments		1,000	
8. Other Personnel Compensation		5,996	
9. Personnel Benefits		6,165	
10. Benefits for Former Personnel		19	
			32,420
B. Price Level Increases			
1. Travel - 5%		774	
2. Transportation of Things - 4%		6	
3. Office Space Rental - 3%		767	
4. Rent, Communications and Utilities - 2%		308	
5. Printing and Reproduction - 4%		126	
6. Training - 3%		88	
7. Foreign Affairs Administrative Support - 7%		30	
8. Contract Services - 2%		504	
9. Other Miscellaneous Services - 4%		173	
10. Supplies and Materials - 5%		112	
11. Furniture and Equipment - 2%		71	
12. Insurance Claims and Indemnities - 20%		7	
			2,966
C. Program Changes			
1. Workload			
a. Program Enhancements			
(1) Travel		1,028	
(2) Transportation of Things		375	
(3) Rent, Communications and Utilities		350	
(4) Printing and Reproduction		48	
(5) Training		870	
(6) Contract Services		1,757	
(7) Supplies and Materials		416	
			4,844
D. Equipment, Alterations, Maintenance, Repairs, Etc.			
1. Rent, Communications and Utilities		(189)	
2. Contract Services		3,247	
3. Other Miscellaneous Services		765	
4. Furniture and Equipment		10,682	
5. Land and Structures		7,683	
			22,188
Net Increase (Decrease)			62,418
FY 1994 Total Request	4,900		$497,585

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollars in thousands)

A. MANDATORY PAY AND RELATED COSTS	Staff	Amount
1. Annualization of Fiscal Year 1993 Salaries Annualization of ingrade increases which are paid in accordance with 5 USC {{ 5335 and 5343, for promotions that will be granted in fiscal year 1993, and for 3-month annualization of the January 1993 pay raise.		3,535
2. Ingrade Increases Payment of merit pay and other ingrade increases for fiscal year 1994, based upon satisfactory performance within the band or grade level of appointment over a specific period of time.		4,282
3. Promotions Estimated cost of promotions to be granted during fiscal year 1994, based on performance in career ladder positions, the annual assessment process and/or competitive selections.		2,050
4. Civilian Pay Raise Anticipated January 1994 civilian pay raise of 2.2 percent.		4,452
5. Locality Pay Extension of locality pay to new cities in fiscal year 1994.		4,763
6. Positions Other Than Permanent Annualization of the January 1993 and the anticipated January 1994 pay raises.		158
7. Terminal Leave Payments Payment for accrued annual leave upon termination of employment. Significant numbers of senior executives are retiring early in the fiscal year, with more senior level employees becoming eligible to retire than in prior years.		1,000

GENERAL ACCOUNTING OFFICE

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollars in thousands)

A. MANDATORY PAY AND RELATED COSTS (continued)	Staff	Amount
8. Other Personnel Compensation Performance based bonuses and incentive awards for work completed between June 16, 1992 and September 30, 1993. The increase is due to a change in the rating period from 12 to 15 months which resulted in no bonus payments in fiscal year 1993.		5,996
9. Personnel Benefits Increase of employer contributions to FEGLI, CSRS, FERS Thrift Plan, and Social Security taxes resulting from increases in personnel compensation and the Social Security taxable wage base, increases resulting from annualization of and greater participation in the FERS retirement system and annualization of rate changes in the Federal Employees Health Benefits Program.		6,165
10. Benefits for Former Personnel Annualization of the January 1993 pay raise for a retired Comptroller General and higher payments to the Department of Labor for unemployment compensation.		19
B. PRICE LEVEL INCREASES		
1. Travel - 5% Average expected increase in the costs of travel. Most contract airfares are changed semiannually. Additionally, General Services Administration annually increases the number of high cost cities and per diem rates based on the increasing costs of service in accordance with the authority granted in P.L. 99-234.		774
2. Transportation of Things - 4% Increased costs charged by moving service companies for the transportation of household goods involved in employee relocations and for the shipment of things by GAO.		6

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollars in thousands)

B. PRICE LEVEL INCREASES (continued)	Staff	Amount
3. Office Space Rental - 3% Changes in rates charged by the General Services Administration for office space used by GAO in Washington, D.C. and locations throughout the United States and for annualization of office space cost changes in fiscal year 1993.		767
4. Rent, Communications, and Utilities - 2% Includes the February 1994 change in postal rates, rental of photocopier machines and other miscellaneous rentals used to support work performed for the Congress.		308
5. Printing and Reproduction - 4% Increase in costs for GPO printing of GAO reports and documents, costs of documents for which GAO rides other agencies' print orders, as well as typesetting and graphics services.		126
6. Training - 3% Provide for increase in the costs of courses provided by OPM and other vendors.		88
7. Foreign Affairs Administrative Support - 7% Funds paid to the U. S. Army and to the State Department for GAO's share of operational costs in Frankfurt, Germany.		30
8. Contract Services - 2% Contracts for ADP services, personnel security investigation, operations and maintenance of the GAO building, government and non-government contract services in support of the agency's audit and evaluation work and GSA contract services.		504

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollars in thousands)

B. PRICE LEVEL INCREASES (continued)	Staff	Amount
9. Other Miscellaneous Services - 4% Funds increase in costs for maintenance of equipment such as microcomputers, photocopiers, typewriters, calculators, and print shop equipment, the storage of employees' household goods, and charges for health services assessed by the U.S. Public Health Service.		173
10. Supplies and Materials - 5% Covers increase for such supplies as photocopier machine paper, ADP supplies, materials used in preparation of audit reports, subscriptions to periodicals, and supplies from GSA retail stores.		112
11. Furniture and Equipment - 2% Funds price increases necessary to maintain current library collections.		71
12. Insurance Claims and Indemnities - 20% Estimated increase in the costs of claims for lost or damaged property incident to permanent changes of station.		7
C. PROGRAM TYPE CHANGES		
1. Workload		
a. Other Program Enhancements		
(1) Travel Permit greater travel to the sites where our audit and evaluation work is performed to ensure that the work is being done properly, expediting the development and preparation of GAO audit work to make products more timely and responsive to congressional needs.		1,028

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollars in thousands)

C. PROGRAM TYPE CHANGES (continued)	Staff	Amount
a. Other Program Enhancements		
(2) Transportation of Things Allows movement to and from overseas offices and also includes funding for "last moves" for SES retirees.		375
(3) Rent, Communications, and Utilities Results from higher usage of local telephone services in GAO's headquarters telecommunications system.		350
(4) Printing and Reproduction Allows GAO to issue more products and to expand the use of graphics services in support of the audit and evaluation work.		48
(5) Training Increase needed to develop and deliver courses on audit techniques and quality management as well as other courses needed to enhance staff knowledge, skills and abilities to ensure response to congressional requests that have limited time frames and to conduct audits and evaluations of increasingly complex government programs.		870
(6) Contract Services Funding will meet the increased need for ADP contract services to support the audit and evaluation work.		1,757

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollars in thousands)

C. PROGRAM TYPE CHANGES (continued)	Staff	Amount
a. Other Program Enhancements		
(7) Supplies and Materials This increase will support the agency's supply needs for photocopier machines, printing plant supplies, and training materials.		416
D. EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.		
1. Rent, Communications, and Utilities Reflects the planned upgrading of some equipment leases.		(189)
2. Contract Services Covers critical building operations and maintenance services required as well as support services in connection with modernization of office space subsequent to asbestos removal.		3,247
3. Other Miscellaneous Services This increase will fund maintenance of new ADP equipment and microcomputers, including a preventative maintenance plan that is intended to hold down costs.		765
4. Furniture and Equipment This increase will fund systems furniture needed for renovation of the GAO building and upgrade of GAO's microcomputer and software inventory.		10,682
5. Land and Structures The increase will permit the upgrading of the heating, ventilation, and air conditioning system and continuation of the asbestos removal project at the GAO building to remain on schedule.		7,683

Schedule D

GENERAL ACCOUNTING OFFICE
FY 1994 Budget Report
(Dollars in thousands)

	Staff	Amount
FY 1993 Appropriation	4,900	$435,167
FY 1994 Proposed Changes		
Mandatory Pay		32,420
Price Level		2,966
Workload		4,844
Equipment, Alterations, Maintenance, Repairs, Etc.		22,188
Total Proposed Changes		62,418
	4,900	$497,585

Schedule G

GENERAL ACCOUNTING OFFICE
Ten Year Quantitative Data
(Not adjusted for inflation)
(Dollars in thousands)

Item	1985	1986	1987	1988	1989	1990	1991	1992	1993 Est.	1994 Est.
11 Personnel Compensation	193,658	195,891	203,620	211,205	221,020	233,320	252,353	272,576	274,233	300,469
12 Personnel Benefits	23,576	23,391	26,985	31,777	35,860	39,411	44,793	50,351	51,423	57,588
13 Benefits for Former Personnel	214	189	200	178	201	184	228	240	218	237
21 Travel and Transportation	15,524	12,549	14,981	15,521	17,312	17,758	20,399	21,178	16,747	18,549
22 Transportation of Things	693	515	620	556	619	385	435	466	136	517
23 Rent, Communications and Utilities	24,948	25,327	31,922	36,517	22,317	22,026	27,232	32,881	33,918	35,154
24 Printing and Reproduction	2,005	2,443	2,825	2,929	3,084	3,417	3,708	3,746	3,396	3,570
25 Other Services	21,333	19,203	21,328	21,558	28,640	32,806	34,273	42,123	37,869	45,303
26 Supplies and Materials	2,369	2,363	1,966	2,277	2,269	2,388	2,857	3,047	2,123	2,651
31 Furniture and Equipment	8,854	3,783	3,501	5,660	7,817	6,096	12,656	10,847	3,911	14,664
32 Land and Structures	1,067	1,837	492	1,252	7,300	5,627	10,074	4,595	11,158	18,841
42 Insurance Claims and Indemnities	4,761	38	124	68	101	22	72	37	35	42
50 Interagency Transfer						(5,564)				
Total	299,002	287,529	308,564	329,498	346,540	357,876	409,080	442,087	435,167	497,585
Number of Products 1/	7,956	15,307	16,911	17,292	17,193	17,007	17,273	14,861	14,760	15,190
Number of Average Positions	5,042	5,019	5,016	5,042	5,061	5,077	5,069	5,062	4,900	4,900
Top Management Average Positions	23	25	29	35	35	37	35	28	34	34
Mission Average Positions	4,398	4,371	4,399	4,413	4,426	4,414	4,407	4,414	4,263	4,263
Mission Support Average Positions	621	623	588	594	600	626	627	620	603	603
Average Positions Per Product	0.63	0.33	0.30	0.29	0.29	0.30	0.29	0.34	0.33	0.32

1/ Beginning with fiscal year 1986, GAO included cases closed by its Claims Group in the total number of products issued.

Schedule A-1

TOP MANAGEMENT
Summary by Object Class
(Dollars in thousands)

Object Class	1992 Actual		1993 Revised		1994 Estimate		Net Change (1993 to 1994)	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
11 Personnel Compensation	36	$3,177	34	$2,325	34	$2,543		$218
12 Personnel Benefits		340		427		455		28
21 Travel and Transportation		80		105		117		12
25 Other Services		155		132		138		6
26 Supplies and Materials		18		22		24		2
31 Furniture and Equipment				1		1		
Total	36	$3,770	34	$3,012	34	$3,278		$266

Schedule B-1

TOP MANAGEMENT
Change Analysis - 1993 to 1994
(Dollars in thousands)

Object Class	Mandatory	Price Level	Program Changes		Total
			Workload	Equipment, Alterations, Maintenance, Repairs, etc.	
11 Personnel Compensation	$218				$218
12 Personnel Benefits	28				28
21 Travel and Transportation		$6	$6		12
25 Other Services		6			6
26 Supplies and Materials		2			2
31 Furniture and Equipment					
Total	$246	$14	$6		$266

Schedule C-1

TOP MANAGEMENT
Detail Analysis - 1993 to 1994
(Dollars in thousands)

	Staff	Amount	
FY 1993 Budget Base	34		$3,012
I. Adjustments to Base			
A. Mandatory Pay and Related Costs			
1. Annualization of FY 1993 Salaries		29	
2. Ingrade Increases		20	
3. Promotions		6	
4. Civilian Pay Raise		38	
5. Locality Pay		44	
6. Other Personnel Compensation		81	
7. Personnel Benefits		28	
			246
B. Price Level Increases			
1. Travel - 5%		6	
2. Contract Services - 2%		6	
3. Supplies and Materials - 5%		2	
			14
C. Program Changes			
1. Workload			
a. Program Enhancements			
(1) Travel		6	
			6
Net Increase (Decrease)			266
FY 1994 Total Request	34		$3,278

TOP MANAGEMENT

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollars in thousands)

A. MANDATORY PAY AND RELATED COSTS	Staff	Amount
1. Annualization of Fiscal Year 1993 Salaries Annualization of ingrade increases, which are paid in accordance with 5 USC {{ 5335 and 5343, for promotions that will be granted in fiscal year 1993, and for 3-month annualization of the January 1993 pay raise.		29
2. Ingrade Increases Payment of merit pay and other ingrade increases for fiscal year 1994, based upon satisfactory performance within the band or grade level of appointment over a specific period of time.		20
3. Promotions Estimated cost of promotions to be granted during fiscal year 1994, based on performance in career ladder positions, the annual assessment process, and/or competitive selections.		6
4. Civilian Pay Raise Anticipated January 1994 civilian pay raise of 2.2 percent.		38
5. Locality Pay Extension of locality pay to new cities in fiscal year 1994.		44
6. Other Personnel Compensation Performance based bonuses and incentive awards for work completed between June 16, 1992 and September 30, 1993. The increase is due to a change in the rating period from 12 to 15 months which resulted in no bonus payments in fiscal year 1993.		81

TOP MANAGEMENT

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)		
A. MANDATORY PAY AND RELATED COSTS (continued)	Staff	Amount
7. Personnel Benefits Increase of employer contributions to FEGLI, CSRS, FERS Thrift Plan, and Social Security taxes resulting from increases in personnel compensation and the Social Security taxable wage base, increases resulting from annualization of and greater participation in the FERS retirement system, and annualization of rate changes in the Federal Employees Health Benefits Program.		28
B. PRICE LEVEL INCREASES		
1. Travel - 5% Average expected increase in the costs of travel. Most contract airfares are changed semiannually. Additionally, the General Services Administration annually increases the number of high cost cities and per diem rates based on the increasing costs of service in accordance with the authority granted in P.L. 99-234.		6
2. Contract Services - 2% Contracts for non-government contract services in support of top management initiatives.		6
3. Supplies and Materials - 5% This level covers increases for renewal of subscriptions.		2
C. PROGRAM TYPE CHANGES		
1. Workload		
a. Other Program Enhancements		
(1) Travel Permits more travel by top management to regions and overseas offices to oversee agency operations.		6

Top Management Products Issued in FY 1992, and estimated for FY 1993 and FY 1994 by Product Type 1/

Products	1992 Actual	1993 Estimate	1994 Estimate
A. Congressional			
1. Chapter Reports	1	1	1
B. Agency and Other			
1. Chapter Reports	2	2	2
Subtotal	3	3	3
C. Testimony	16	15	15
Total	19	18	18

1/ GAO produces many things that could be considered agency products. The list above notes only the principal ones.

Schedule E-1

TOP MANAGEMENT
(Dollars in thousands)

Classification	Number of Employees			Amount		
	1992	1993	1994	1992	1993	1994
Staff Ceiling 1/ Total average positions	36	34	34	$3,177	$2,325	$2,543
11.0 Full-Time Permanent 2/	43	38	37	$2,560	$2,323	$2,460
Other Than Full-Time Permanent 3/	2			3		
Other Personnel Compensation				614	2	83 4/
25.0 Other Services (Contracts for on-site personal services) 5/						

1/ Every year Congress approves a staff ceiling for GAO. The figures shown here represent the actual usage for fiscal year 1992, the Committee authorized level for fiscal year 1993, and the requested level for fiscal year 1994.

2/ The numbers reflect total employees on board at a particular point in time and do not directly relate to the staff ceiling number, which represents average employment for the entire fiscal year.

3/ Represents the actual and estimated total number of employees in these programs during the year. A large number work only for portions of the year. Some work only for a few days.

4/ Increase is due to the fact that no bonuses will be paid in fiscal year 1993 because the performance appraisal rating period was extended to 15 months.

5/ Includes employees whose services are obtained under contract with an individual or an organization performing on-site services (in agency work space) for 6 months or more during a twelve-month period.

TOP MANAGEMENT

The Office of the Comptroller General consists of the Comptroller General, the Special Assistant to the Comptroller General, the Counselor to the Comptroller General, an Assistant Comptroller General who handles special assignments, and Assistant Comptrollers General for Planning and Reporting and for Operations. The Counselor to the Comptroller General provides advice on federal financial management and legislative reform; changes in the securities, banking, and accounting areas; and other regulatory issues. The Assistant Comptroller General for Planning and Reporting oversees GAO's audit and evaluation work plans and the quality of GAO's products including post assignment quality reviews (PAQRS). The Assistant Comptroller General for Operations provides operational leadership, guidance, and support to GAO's organizational units and oversees GAO's human resources, operations, and administrative policies and procedures. Combined, the work of these officials provides a single focus for coordinating and directing the entire organization.

Schedule A-1

GENERAL GOVERNMENT DIVISION

Summary by Object Class

(Dollars in thousands)

Object Class	1992 Actual		1993 Revised		1994 Estimate		Net Change (1993 to 1994)	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
11 Personnel Compensation	473	$25,315	486	$26,884	486	$29,359		$2,475
12 Personnel Benefits		4,399		4,940		5,434		494
21 Travel and Transportation		708		566		627		61
25 Other Services		316		254		275		21
26 Supplies and Materials		98		59		67		8
31 Furniture and Equipment		33		3		3		
Total	473	$30,869	486	$32,706	486	$35,765		$3,059

Schedule B-1

GENERAL GOVERNMENT DIVISION
Change Analysis - 1993 to 1994
(Dollars in thousands)

Object Class	Mandatory	Price Level	Program Changes		Total
			Workload	Equipment, Alterations, Maintenance, Repairs, etc.	
11 Personnel Compensation	$2,475				$2,475
12 Personnel Benefits	494				494
21 Travel and Transportation		$28	$33		61
25 Other Services		9	12		21
26 Supplies and Materials		8			8
31 Furniture and Equipment					
Total	$2,969	$45	$45		$3,059

Schedule C-1

GENERAL GOVERNMENT DIVISION
Detail Analysis - 1993 to 1994
(Dollars in thousands)

	Staff		Amount
FY 1993 Budget Base	486		$32,706
I. Adjustments to Base			
A. Mandatory Pay and Related Costs			
1. Annualization of FY 1993 Salaries		338	
2. Ingrade Increases		465	
3. Promotions		205	
4. Civilian Pay Raise		443	
5. Locality Pay		511	
6. Positions Other Than Permanent		3	
7. Other Personnel Compensation		510	
8. Personnel Benefits		494	
			2,969
B. Price Level Increases			
1. Travel - 5%		28	
2. Training - 3%		3	
3. Contract Services - 2%		6	
4. Supplies and Materials - 5%		8	
			45
C. Program Changes			
1. Workload			
a. Program Enhancements			
(1) Travel		33	
(2) Training		12	
			45
Net Increase (Decrease)			3,059
FY 1994 Total Request	486		$35,765

GENERAL GOVERNMENT DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollars in thousands)

A. MANDATORY PAY AND RELATED COSTS	Staff	Amount
1. Annualization of Fiscal Year 1993 Salaries Annualization of ingrade increases, which are paid in accordance with 5 USC {{ 5335 and 5343, for promotions that will be granted in fiscal year 1993, and for 3-month annualization of the January 1993 pay raise.		338
2. Ingrade Increases Payment of merit pay and other ingrade increases for fiscal year 1994, based upon satisfactory performance within the band or grade level of appointment over a specific period of time.		465
3. Promotions Estimated cost of promotions to be granted during fiscal year 1994, based on performance in career ladder positions, the annual assessment process, and/or competitive selections.		205
4. Civilian Pay Raise Anticipated January 1994 civilian pay raise of 2.2 percent.		443
5. Locality Pay Extension of locality pay to new cities in fiscal year 1994.		511
6. Positions Other Than Permanent Annualization of the January 1993 and the anticipated January 1994 pay raises.		3
7. Other Personnel Compensation Performance based bonuses and incentive awards for work completed between June 16, 1992 and September 30, 1993. The increase is due to a change in the rating period from 12 to 15 months which resulted in no bonus payments in fiscal year 1993.		510

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollars in thousands)

A. MANDATORY PAY AND RELATED COSTS (continued)	Staff	Amount
8. Personnel Benefits Increase of employer contributions to FEGLI, CSRS, FERS Thrift Plan, and Social Security taxes resulting from increases in personnel compensation and the Social Security taxable wage base, increases resulting from annualization of and greater participation in the FERS retirement system, and annualization of rate changes in the Federal Employees Health Benefits Program.		494
B. PRICE LEVEL INCREASES		
1. Travel - 5% Average expected increase in the costs of travel. Most contract airfares are changed semiannually. Additionally, the General Services Administration annually increases the number of high cost cities and per diem rates based on the increasing costs of service in accordance with the authority granted in P.L. 99-234.		28
2. Training - 3% This amount will provide for increases in the costs of courses provided by OPM and other vendors.		3
3. Contract Services - 2% Contracts for non-government contract services in support of GGD's audit work.		6
4. Supplies and Materials - 5% This level covers increases for such supplies as materials used in preparation of audit reports and subscriptions to periodicals.		8

GENERAL GOVERNMENT DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollars in thousands)

C. PROGRAM TYPE CHANGES	Staff	Amount
1. Workload		
a. Other Program Enhancements		
(1) Travel This level permits greater travel to the sites where our audit and evaluation work is performed to ensure that the work is being done properly. This will expedite the development and preparation of GGD audit work to make GAO products more timely and responsive to congressional needs. GGD's Financial Institutions and Markets issue area will require additional travel to address the changes in the financial services industry.		33
(2) Training This increase is needed to keep staff current in areas of their expertise so that they can continue to respond to congressional requests that have limited time frames and to conduct audits and evaluations of increasingly complex government programs.		12

GGD Products Issued in FY 1992, and estimated for FY 1993 and FY 1994 by Product Type 1/

Products	1992 Actual	1993 Estimate	1994 Estimate
A. Congressional			
1. Briefing Reports	19	19	20
2. Fact Sheets	14	16	16
3. Letter Reports	74	74	75
4. Chapter Reports	26	26	27
5. Correspondence	16	17	18
B. Agency and Other			
1. Letter Reports	10	10	10
C. Congressional Briefings	16	16	17
Subtotal	175	178	183
D. Testimony	63	60	65
E. Congressional Inquiries on Claims Activities	86	90	90
F. Other	9,350	9,360	9,410
Total	9,674	9,688	9,748

1/ GAO produces many things that could be considered agency products. The list above notes only the principal ones.

Schedule E-1

GENERAL GOVERNMENT DIVISION
(Dollars in thousands)

Classification	Number of Employees			Amount			
	1992	1993	1994	1992	1993	1994	
Staff Ceiling 1/ Total average positions	473	486	486	$25,315	$26,884	$29,359	
11.0 Full-Time Permanent 2/	501	498	496	24,834	26,803	28,765	
Other Than Full-Time Permanent 3/	17	15	15	84	77	80	
Other Personnel Compensation				397	4	514	4/
25.0 Other Services (Contracts for on-site personal services) 5/							

1/ Every year Congress approves a staff ceiling for GAO. The figures shown here represent the actual usage for fiscal year 1992, the Committee authorized level for fiscal year 1993, and the requested level for fiscal year 1994.

2/ The numbers reflect total employees on board at a particular point in time and do not directly relate to the staff ceiling number, which represents average employment for the entire fiscal year.

3/ Represents the actual and estimated total number of employees in these programs during the year. A large number work only for portions of the year. Some work only for a few days.

4/ Increase is due to the fact that no bonuses will be paid in fiscal year 1993 because the performance appraisal rating period was extended to 15 months.

5/ Includes employees whose services are obtained under contract with an individual or an organization performing on-site services (in agency work space) for 6 months or more during a twelve-month period.

GENERAL GOVERNMENT DIVISION

The General Government Division (GGD) coordinates GAO's work in the areas of federal oversight of financial institutions, tax policy and administration, administration of justice, general management issues, civilian personnel matters, government business operations and information, and international trade and policy matters.

The division's audit coverage includes the Departments of Justice and Treasury; the Office of Management and Budget; the General Services Administration; the Office of Personnel Management; federal banking regulatory agencies including the Federal Reserve Board, the Federal Deposit Insurance Corporation, the Office of Thrift Supervision, the Federal Housing Finance Board, the Office of the Comptroller of the Currency, the Securities and Exchange Commission, and the Commodity Futures Trading Commission; the District of Columbia government; the Bureau of the Census in the Department of Commerce; the National Archives and Records Administration; the Smithsonian Institution; the Government Printing Office; the U. S. Postal Service; the International Trade Administration; the International Trade Commission; and the Office of the U. S. Trade Representative.

The division's Claims Group adjudicates claims by or against the U.S. involving doubtful questions of law or fact and oversees the disbursement of funds for settlements arising out of certain litigation and other matters.

The following summary shows the total agency average positions planned to meet GGD responsibilities during fiscal years 1993 and 1994.

	Average Positions	
Issue Areas/Areas of Interest Led by GGD	FY 1993	FY 1994
Financial Institutions and Markets	118	118
International Trade and Finance	60	60
Tax Policy and Administration	115	115
Administration of Justice	101	101
Federal Management Issues	128	128
Workforce Quality	73	73
Government Business Operations and Information	91	91
Claims	47	47
ACG's Office and Support	79	79
Subtotal	812	812
GGD Assist Work in Issue Areas Led by Other Divisions		
RCED/Food and Agriculture	3	3
Subtotal	815	815

GENERAL GOVERNMENT DIVISION

	Average Positions	
	FY 1993	FY 1994
Other Divisions' Contributions to GGD-Led Issue Areas/Areas of Interest (HRD, NSIAD, RCED, AFMD)	(47)	(47)
GGD Organizational Responsibility	768	768
Average Positions Used by Regions	282	282
GGD Headquarters Average Positions	486	486
Total	768	768
	====	====

Schedule A-1

HUMAN RESOURCES DIVISION

Summary by Object Class
(Dollars in thousands)

Object Class	1992 Actual		1993 Revised		1994 Estimate		Net Change (1993 to 1994)	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
11 Personnel Compensation	315	$17,298	304	$17,513	304	$19,100		$1,587
12 Personnel Benefits		3,095		3,224		3,540		316
21 Travel and Transportation		668		608		675		67
25 Other Services		179		93		103		10
26 Supplies and Materials		33		23		27		4
31 Furniture and Equipment		16		6		6		
Total	315	$21,289	304	$21,467	304	$23,451		$1,984

Schedule B-1

HUMAN RESOURCES DIVISION
Change Analysis - 1993 to 1994
(Dollars in thousands)

Object Class	Mandatory	Price Level	Program Changes		Total
			Workload	Equipment, Alterations, Maintenance, Repairs, etc.	
11 Personnel Compensation	$1,587				$1,587
12 Personnel Benefits	316				316
21 Travel and Transportation		$31	$36		67
25 Other Services		3	7		10
26 Supplies and Materials		4			4
31 Furniture and Equipment					
Total	$1,903	$38	$43		$1,984

Schedule C-1

HUMAN RESOURCES DIVISION
Detail Analysis - 1993 to 1994
(Dollars in thousands)

	Staff	Amount	
FY 1993 Budget Base	304		$21,467
I. Adjustments to Base			
A. Mandatory Pay and Related Costs			
1. Annualization of FY 1993 Salaries		210	
2. Ingrade Increases		287	
3. Promotions		132	
4. Civilian Pay Raise		289	
5. Locality Pay		333	
6. Positions Other Than Permanent		1	
7. Other Personnel Compensation		335	
8. Personnel Benefits		316	
			1,903
B. Price Level Increases			
1. Travel - 5%		31	
2. Training - 3%		1	
3. Contract Services - 2%		2	
4. Supplies and Materials - 5%		4	
			38
C. Program Changes			
1. Workload			
a. Program Enhancements			
(1) Travel		36	
(2) Training		7	
			43
Net Increase (Decrease)			1,984
FY 1994 Total Request	304		$23,451

HUMAN RESOURCES DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollars in thousands)

A. MANDATORY PAY AND RELATED COSTS	Staff	Amount
1. Annualization of Fiscal Year 1993 Salaries Annualization of in-grade increases, which are paid in accordance with 5 USC {{ 5335 and 5343, for promotions that will be granted in fiscal year 1993, and for 3-month annualization of the January 1994 pay raise.		210
2. Ingrade Increases Payment of merit pay and other ingrade increases for fiscal year 1994, based upon satisfactory performance within the band or grade level of appointment over a specific period of time.		287
3. Promotions Estimated cost of promotions to be granted during fiscal year 1994, based on performance in career ladder positions, the annual assessment process, and/or competitive selections.		132
4. Civilian Pay Raise Anticipated January 1994 civilian pay raise of 2.2 percent.		289
5. Locality Pay Extension of locality pay to new cities in fiscal year 1994.		333
6. Positions Other Than Permanent Annualization of the January 1993 and the anticipated January 1994 pay raises.		1
7. Other Personnel Compensation Performance based bonuses and incentive awards for work completed between June 16, 1992 and September 30, 1993. The increase is due to a change in the rating period from 12 to 15 months which resulted in no bonus payments in fiscal year 1993.		335

HUMAN RESOURCE DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollars in thousands)

A. MANDATORY PAY AND RELATED COSTS (continued)	Staff	Amount
8. Personnel Benefits Increase of employer contributions to FEGLI, CSRS, FERS Thrift Plan, and Social Security taxes resulting from increases in personnel compensation and the Social Security taxable wage base, increases resulting from annualization of and greater participation in the FERS retirement system, and annualization of rate changes in the Federal Employees Health Benefits Program.		316
B. PRICE LEVEL INCREASES		
1. Travel - 5% Average expected increase in the costs of travel. Most contract airfares are changed semiannually. In addition, the General Services Administration annually increases the number of high cost cities and per diem rates based on the increasing costs of service in accordance with the authority granted in P.L. 99-234.		31
2. Training - 3% This amount will provide for increases in the costs of courses provided by OPM and other vendors.		1
3. Contract Services - 2% Reflects increase in cost of expert assistance provided by private contractors for work addressing medicare and medicaid, federal health care delivery, national and public health, education and employment, and income security.		2
4. Supplies and Materials - 5% Funds increase in rates of subscriptions, periodicals and other publications.		4

HUMAN RESOURCES DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollars in thousands)

C. PROGRAM TYPE CHANGES	Staff	Amount
1. Workload		
a. Other Program Enhancements		
(1) Travel Provides travel funding necessary to adequately address issues concerning national welfare reform initiatives, child care legislation, long-term care for the elderly and disabled, and enforcement of pension laws under ERISA.		36
(2) Training Allows HRD staff to maintain the knowledge, skills and abilities necessary to conduct evaluations and audits of increasingly complex governmental programs.		7

HRD Products Issued in FY 1992, and estimated for FY 1993 and FY 1994 by Product Type 1/

Products	1992 Actual	1993 Estimate	1994 Estimate
A. Congressional			
1. Briefing Reports	5	5	6
2. Fact Sheets	11	11	12
3. Letter Reports	85	84	85
4. Chapter Reports	24	25	25
5. Correspondence	22	23	24
B. Congressional Briefings	23	23	24
Subtotal	170	171	176
C. Testimony	51	50	54
Total	221	221	230

1/ GAO produces many things that could be considered agency products. The list above notes only the principal ones.

Schedule E-1

HUMAN RESOURCES DIVISION
(Dollars in thousands)

Classification	Number of Employees			Amount		
	1992	1993	1994	1992	1993	1994
Staff Ceiling 1/ Total average positions	315	304	304	$17,298	$17,513	$19,100
11.0 Full-Time Permanent 2/	312	307	306	16,956	17,490	18,741
Other Than Full-Time Permanent 3/	73	50	48	82	20	21
Other Personnel Compensation				260	3	338 4/
25.0 Other Services (Contracts for on-site personal services) 5/						

1/ Every year Congress approves a staff ceiling for GAO. The figures shown here represent the actual usage for fiscal year 1992, the Committee authorized level for fiscal year 1993, and the requested level for fiscal year 1994.

2/ The numbers reflect total employees on board at a particular point in time and do not directly relate to the staff ceiling number, which represents average employment for the entire fiscal year.

3/ Represents the actual and estimated total number of employees in these programs during the year. A large number work only for portions of the year. Some work only for a few days.

4/ Increase is due to the fact that no bonuses will be paid in fiscal year 1993 because the performance appraisal rating period was extended to 15 months.

5/ Includes employees whose services are obtained under contract with an individual or an organization performing on-site services (in agency work space) for 6 months or more during a twelve-month period.

HUMAN RESOURCES DIVISION

The Human Resources Division (HRD) serves as the lead division for GAO's work in the areas of education and employment, health, and income security. The division provides audit coverage for the Departments of Veterans' Affairs, Labor, Health and Human Services, and Education; the Consumer Product Safety Commission; the Pension Benefit Guaranty Corporation; the Legal Services Corporation; ACTION; the Railroad Retirement Board; the Equal Employment Opportunity Commission; all federal health programs; and various small commissions and independent agencies.

The following summary shows the total agency average positions planned to meet HRD responsibilities during fiscal years 1993 and 1994.

	Average Positions	
Issue Areas/Areas of Interest Led by HRD	FY 1993	FY 1994
Income Security	128	128
Medicare and Medicaid Issues	91	91
Federal Health Care Delivery	75	75
National and Public Health	66	66
Education and Employment	108	108
Non-Issue Area Work	37	37
ACG's Office and Support	61	61
Subtotal	566	566
HRD Assist Work in Issue Areas Led by Other Divisions		
GGD/Federal Management Issues	16	16
Subtotal	582	582
Other Divisions' Contributions to HRD-Led Issue Areas/Areas of Interest (RCED)	(3)	(3)
HRD Organizational Responsibility	579	579
Average Positions Used by Regions	275	275
HRD Headquarters Average Positions	304	304
Total	579	579
	====	====

Schedule A-1

NATIONAL SECURITY AND INTERNATIONAL AFFAIRS DIVISION
Summary by Object Class
(Dollars in thousands)

Object Class	1992 Actual		1993 Revised		1994 Estimate		Net Change (1993 to 1994)	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
11 Personnel Compensation	509	$28,953	474	$28,120	474	$30,639		$2,519
12 Personnel Benefits		4,593		5,173		5,679		506
21 Travel and Transportation		1,546		1,244		1,380		136
25 Other Services		150		100		110		10
26 Supplies and Materials		37		28		32		4
31 Furniture and Equipment		19		2		2		
Total	509	$35,298	474	$34,667	474	$37,842		$3,175

Schedule B-1

NATIONAL SECURITY AND INTERNATIONAL AFFAIRS DIVISION
Change Analysis - 1993 to 1994
(Dollars in thousands)

Object Class	Mandatory	Price Level	Program Changes		Total
			Workload	Equipment, Alterations, Maintenance, Repairs, etc.	
11 Personnel Compensation	$2,519				$2,519
12 Personnel Benefits	506				506
21 Travel and Transportation		$63	$73		136
25 Other Services		4	6		10
26 Supplies and Materials		4			4
31 Furniture and Equipment					
Total	$3,025	$71	$79		$3,175

Schedule C-1

NATIONAL SECURITY AND INTERNATIONAL AFFAIRS DIVISION
Detail Analysis - 1993 to 1994
(Dollars in thousands)

	Staff	Amount	
FY 1993 Budget Base	474		$34,667
I. Adjustments to Base			
A. Mandatory Pay and Related Costs			
1. Annualization of FY 1993 Salaries		328	
2. Ingrade Increases		457	
3. Promotions		212	
4. Civilian Pay Raise		463	
5. Locality Pay		535	
6. Positions Other Than Permanent		2	
7. Other Personnel Compensation		522	
8. Personnel Benefits		506	
			3,025
B. Price Level Increases			
1. Travel - 5%		63	
2. Training - 3%		2	
3. Contract Services - 2%		2	
4. Supplies and Materials - 5%		4	
			71
C. Program Changes			
1. Workload			
a. Program Enhancements			
(1) Travel		73	
(2) Training		6	
			79
Net Increase (Decrease)			3,175
FY 1994 Total Request	474		$37,842

NATIONAL SECURITY AND INTERNATIONAL AFFAIRS DIVSION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollars in thousands)

A. MANDATORY PAY AND RELATED COSTS	Staff	Amount
1. Annualization of Fiscal Year 1993 Salaries Annualization of ingrade increases, which are paid in accordance with 5 USC {{ 5335 and 5343, for promotions that will be granted in fiscal year 1993, and for 3-month annualization of the January 1994 pay raise.		328
2. Ingrade Increases Payment of merit pay and other ingrade increases for fiscal year 1994, based upon satisfactory performance within the band or grade level of appointment over a specific period of time.		457
3. Promotions Estimated cost of promotions to be granted during fiscal year 1994, based on performance in career ladder positions, the annual assessment process and/or competitive selections.		212
4. Civilian Pay Raise Anticipated January 1994 civilian pay raise of 2.2 percent.		463
5. Locality Pay Extension of locality pay to new cities in fiscal year 1994.		535
6. Positions Other Than Permanent Annualization of the January 1993 and the anticipated January 1994 pay raises.		2
7. Other Personnel Compensation Performance based bonuses and incentive awards for work completed between June 16, 1992 and September 30, 1993. The increase is due to a change in the rating period from 12 to 15 months which resulted in no bonus payments in fiscal year 1993.		522

NATIONAL SECURITY AND INTERNATIONAL AFFAIRS DIVSION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollars in thousands)

A. MANDATORY PAY AND RELATED COSTS (continued)	Staff	Amount
8. Personnel Benefits Increase of employer contributions to FEGLI, CSRS, FERS Thrift Plan and Social Security taxes resulting from increases in personnel compensation and the Social Security taxable wage base, increases resulting from annualization of and greater participation in the FERS retirement system and annualization of rate changes in the Federal Employees Health Benefits Program.		506
B. PRICE LEVEL INCREASES		
1. Travel - 5% Average expected increase in the costs of travel. Most contract airfares are changed semiannually. Additionally, the General Services Administration annually increases the number of high cost cities and per diem rates based on the increasing costs of service in accordance with the authority granted in P.L. 99-234.		63
2. Training - 3% Will provide for increase in the costs of courses provided by OPM and other vendors.		2
3. Contract Services - 2% Increase for non-government contract services in support of the NSIAD's audit and evaluation work.		2
4. Supplies and Materials - 5% Covers increase for such supplies as materials used in preparation of audit reports, including subscriptions to periodicals.		4

NATIONAL SECURITY AND INTERNATIONAL AFFAIRS DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollars in thousands)

C. PROGRAM TYPE CHANGES	Staff	Amount
1. Workload		
a. Other Program Enhancements		
(1) Travel Permits greater travel to the sites where audit and evaluation work is performed to ensure that the work is being done properly. Expedites the development and preparation of NSIAD's audit work to make GAO products more timely and responsive to congressional needs. NSIAD's defense force management issue area will require additional funding to review how conventional forces are being reduced and the concomitant impact on major weapons systems and bases.		73
(2) Training Increase needed to keep staff current in their areas of expertise so that they can continue to respond to congressional requests that have limited time frames and to conduct audits and evaluations of increasingly complex government programs.		6

NSIAD Products Issued in FY 1992, and estimated for FY 1993 and FY 1994 by Product Type 1/

Products	1992 Actual	1993 Estimate	1994 Estimate
A. Congressional			
1. Briefing Reports	22	19	20
2. Fact Sheets	11	12	13
3. Letter Reports	159	159	160
4. Chapter Reports	89	90	90
5. Correspondence	23	24	25
B. Agency and Other			
1. Letter Reports	21	20	21
2. Chapter Reports	4	5	5
C. Congressional Briefings	32	32	33
Subtotal	361	361	367
D. Testimony	42	40	45
Total	403	401	412

1/ GAO produces many things that could be considered agency products. The list above notes only the principal ones.

Schedule E-1

NATIONAL SECURITY AND INTERNATIONAL AFFAIRS DIVISION
(Dollars in thousands)

Classification	Number of Employees			Amount			
	1992	1993	1994	1992	1993	1994	
Staff Ceiling 1/ Total average positions	509	474	474	$28,953	$28,120	$30,639	
11.0 Full-Time Permanent 2/	492	488	486	28,428	28,068	30,063	
Other Than Full-Time Permanent 3/	46	30	29	121	50	52	
Other Personnel Compensation				404	2	524	4/
25.0 Other Services (Contracts for on-site personal services) 5/							

1/ Every year Congress approves a staff ceiling for GAO. The figures shown here represent the actual usage for fiscal year 1992, the Committee authorized level for fiscal year 1993, and the requested level for fiscal year 1994.

2/ The numbers reflect total employees on board at a particular point in time and do not directly relate to the staff ceiling number, which represents average employment for the entire fiscal year.

3/ Represents the actual and estimated total number of employees in these programs during the year. A large number work only for portions of the year. Some work only for a few days.

4/ Increase is due to the fact that no bonuses will be paid in fiscal year 1993 because the performance appraisal rating period was extended to 15 months.

5/ Includes employees whose services are obtained under contract with an individual or an organization performing on-site services (in agency work space) for 6 months or more during a twelve-month period.

NATIONAL SECURITY AND INTERNATIONAL AFFAIRS DIVISION

The National Security and International Affairs Division's (NSIAD) work covers U.S. national and international programs concerned with protecting the nation and advancing the international political, economic, and military interests of the U.S. This work includes reviewing activities that foster U.S. national security, such as maintaining armed forces and civilian support activities; developing and using defense weapons systems, including nuclear warheads; and conducting defense research. NSIAD audits Department of Energy programs as they relate to national defense matters (such as naval ship reactors), selective service expenses, defense stockpiles outside the Departments of Defense and Energy, international security assistance programs involving the transfer of defense articles and services to foreign governments, programs and activities of the U.S. space program, and the National Aeronautics and Space Administration.

NSIAD audits foreign affairs activities, including development assistance programs and diplomatic operations of the Department of State and related agencies, such as the Arms Control and Disarmament Agency, the United States Information Agency, and the Agency for International Development. NSIAD also audits federal programs affecting U.S. international commercial interests such as export and import controls and trade agreements, as well as U.S. roles and contributions to international organizations including the United Nations and the multinational banks.

The following summary shows the total agency average positions planned to meet NSIAD responsibilities during fiscal years 1993 and 1994.

	Average Positions	
Issue Areas/Areas of Interest Led by NSIAD	FY 1992	FY 1993
Air Force	126	126
Army	129	129
Navy	99	99
Research, Development, Acquisition and Procurement	112	112
Defense Force Management	50	50
Logistics	59	59
Command, Control, Communications and Intelligence	69	69
Security and International Relations	65	65
Foreign Economic Assistance	55	55
National Aeronautics and Space Administration	49	49
Non-Issue Area Work	17	17
ACG's Office and Support	81	81
Subtotal	911	911

NATIONAL SECURITY AND INTERNATIONAL AFFAIRS DIVISION

	Average Positions	
	FY 1993	FY 1994
NSIAD Assist Work in Issue Areas Led by Other Divisions		
GGD/Federal Management Issues	15	15
RCED/Environmental Protection	15	15
Subtotal	941	941
Other Divisions' Contributions to NSIAD-Led Issue Areas/Areas of Interest		
NSIAD Organizational Responsibility	941	941
Average Positions Used by Regions	467	467
NSIAD Headquarters Average Positions	474	474
Total	941	941

Schedule A-1

RESOURCES, COMMUNITY, AND ECONOMIC DEVELOPMENT DIVISION

Summary by Object Class
(Dollars in thousands)

Object Class	1992 Actual		1993 Revised		1994 Estimate		Net Change (1993 to 1994)	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
11 Personnel Compensation	465	$26,240	455	$26,710	455	$29,119		$2,409
12 Personnel Benefits		4,495		4,877		5,356		479
21 Travel and Transportation		1,156		840		931		91
25 Other Services		97		126		139		13
26 Supplies and Materials		38		30		34		4
31 Furniture and Equipment		10		3		3		
Total	465	$32,036	455	$32,586	455	$35,582		$2,996

Schedule B-1

RESOURCES, COMMUNITY, AND ECONOMIC DEVELOPMENT DIVISION
Change Analysis - 1993 to 1994
(Dollars in thousands)

Object Class	Mandatory	Price Level	Program Changes		Total
			Workload	Equipment, Alterations, Maintenance, Repairs, etc.	
11 Personnel Compensation	$2,409				$2,409
12 Personnel Benefits	479				479
21 Travel and Transportation		$42	$49		91
25 Other Services		3	10		13
26 Supplies and Materials		4			4
31 Furniture and Equipment					
Total	$2,888	$49	$59		$2,996

Schedule C-1

RESOURCES, COMMUNITY, AND ECONOMIC DEVELOPMENT DIVISION
Detail Analysis - 1993 to 1994
(Dollars in thousands)

	Staff	Amount	
FY 1993 Budget Base	455		$32,586
I. Adjustments to Base			
A. Mandatory Pay and Related Costs			
1. Annualization of FY 1993 Salaries		313	
2. Ingrade Increases		437	
3. Promotions		202	
4. Civilian Pay Raise		437	
5. Locality Pay		504	
6. Positions Other Than Permanent		14	
7. Other Personnel Compensation		502	
8. Personnel Benefits		479	
			2,888
B. Price Level Increases			
1. Travel - 5%		42	
2. Training - 3%		1	
3. Contract Services - 2%		2	
4. Supplies and Materials - 5%		4	
			49
C. Program Changes			
1. Workload			
a. Program Enhancements			
(1) Travel		49	
(2) Training		10	
			59
Net Increase (Decrease)			2,996
FY 1994 Total Request	455		$35,582

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollars in thousands)

A. MANDATORY PAY AND RELATED COSTS	Staff	Amount
1. Annualization of Fiscal Year 1993 Salaries Annualization of ingrade increases, which are paid in accordance with 5 USC {{ 5335 and 5343, for promotions that will be granted in fiscal year 1993, and for 3-month annualization of the January 1994 pay raise.		313
2. Ingrade Increases Payment of merit pay and other ingrade increases for fiscal year 1994, based upon satisfactory performance within the band or grade level of appointment over a specific period of time.		437
3. Promotions Estimated cost of promotions to be granted during fiscal year 1994, based on performance in career ladder positions, the annual assessment process, and/or competitive selections.		202
4. Civilian Pay Raise Anticipated January 1994 civilian pay raise of 2.2 percent.		437
5. Locality Pay Extension of locality pay to new cities in fiscal year 1994.		504
6. Positions Other Than Permanent Annualization of the January 1993 and the anticipated January 1994 pay raises.		14
7. Other Personnel Compensation Performance based bonuses and incentive awards for work completed between June 16, 1992 and September 30, 1993. The increase is due to a change in the rating period from 12 to 15 months which resulted in no bonus payments in fiscal year 1993.		502

RESOURCES, COMMUNITY, AND ECONOMIC DEVELOPMENT DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollars in thousands)

A. MANDATORY PAY AND RELATED COSTS (continued)	Staff	Amount
8. Personnel Benefits Increase of employer contributions to FEGLI, CSRS, FERS Thrift Plan, and Social Security taxes resulting from increases in personnel compensation and the Social Security taxable wage base, increases resulting from annualization of and greater participation in the FERS retirement system, and annualization of rate changes in the Federal Employees Health Benefits Program.		479
B. PRICE LEVEL INCREASES		
1. Travel - 5% Average expected increase in the costs of travel. Most contract airfares are changed semiannually. Additionally, the General Services Administration annually increases the number of high cost cities and per diem rates based on the increasing costs of service in accordance with the authority granted in P.L. 99-234.		42
2. Training - 3% Provides for increase in the costs of courses provided by OPM and other vendors.		1
3. Contracts Services - 2% Increase in the cost of government and private contractor assistance for audit/evaluation work on congressional request assignment.		2
4. Supplies and Materials - 5% Changes in subscriptions rates for periodicals and other publications relating to food and agriculture, environment, and housing and community development.		4

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollars in thousands)

C. PROGRAM TYPE CHANGES	Staff	Amount
1. Workload		
a. Other Program Enhancements		
(1) Travel Increase necessary to support work on issue areas such as energy and science, preserving national investment in public transportation facilities, reauthorization of environmental statutes, preparation for the 1995 farm bill debate, continued efforts to ensure affordable housing, and natural resource management.		49
(2) Training Ensures that staff members maintain high-level knowledge, skill and abilities necessary to provide efficient responses to the Congress within specified time frame.		10

RCED Products Issued in FY 1992, and estimated for FY 1993 and FY 1994 by Product Type 1/

Products	1992 Actual	1993 Estimate	1994 Estimate
A. Congressional			
1. Briefing Reports	19	19	20
2. Fact Sheets	21	21	22
3. Letter Reports	113	114	115
4. Chapter Reports	61	60	61
5. Correspondence	32	33	34
B. Agency and Other			
1. Letter Reports	4	5	5
C. Congressional Briefings	51	51	51
Subtotal	301	303	308
D. Testimony	78	75	80
Total	379	378	388

1/ GAO produces many things that could be considered agency products. The list above notes only the principal ones.

Schedule E-1

RESOURCES, COMMUNITY, AND ECONOMIC DEVELOPMENT DIVISION
(Dollars in thousands)

Classification	Number of Employees			Amount		
	1992	1993	1994	1992	1993	1994
Staff Ceiling 1/						
Total average positions	465	455	455	$26,240	$26,710	$29,119
11.0 Full-Time Permanent 2/	476	473	471	25,452	26,462	28,355
Other Than Full-Time Permanent 3/	51	37	35	399	245	259
Other Personnel Compensation				389	3	505 4/
25.0 Other Services (Contracts for on-site personal services) 5/						

1/ Every year Congress approves a staff ceiling for GAO. The figures shown here represent the actual usage for fiscal year 1992, the Committee authorized level for fiscal year 1993, and the requested level for fiscal year 1994.

2/ The numbers reflect total employees on board at a particular point in time and do not directly relate to the staff ceiling number, which represents average employment for the entire fiscal year.

3/ Represents the actual and estimated total number of employees in these programs during the year. A large number work only for portions of the year. Some work only for a few days.

4/ Increase is due to the fact that no bonuses will be paid in fiscal year 1993 because the performance appraisal rating period was extended to 15 months.

5/ Includes employees whose services are obtained under contract with an individual or an organization performing on-site services (in agency work space) for 6 months or more during a twelve-month period.

RESOURCES, COMMUNITY, AND ECONOMIC DEVELOPMENT DIVISION

The Resources, Community, and Economic Development Division (RCED) serves as the lead division for GAO's work in the areas of food and agriculture, energy, environmental protection, housing and community development, natural resources management, and transportation and communication.

The division provides audit coverage for the Departments of Agriculture, Commerce, Energy, Housing and Urban Development, Interior, and Transportation; the Army Corps of Engineers (civil functions); the Environmental Protection and Federal Emergency Management Agencies; the Small Business Administration; the Interstate Commerce, Federal Maritime, Federal Communications and Nuclear Regulatory Commissions; the National Science Foundation; and a variety of boards, commissions, and quasi-governmental entities relating to RCED's key areas of work.

The following summary shows the total agency average positions planned to meet RCED responsibilities during fiscal years 1993 and 1994.

	Average Positions	
Issue Areas/Areas of Interest Led by RCED	FY 1993	FY 1994
Energy and Science	134	134
Food and Agriculture	103	103
Transportation	125	125
Housing and Community Development	80	80
Environmental Protection	133	133
Natural Resources Management	90	90
ACG's Office and Support	99	99
Subtotal	764	764
	====	====
RCED Assist Work in Issue Areas Led by Other Divisions		
GGD/Federal Management Issues	12	12
HRD/Income Security	3	3
Subtotal	779	779
	====	====
Other Divisions' Contributions to RCED-Led Issue Areas/Areas of Interest (GGD, NSIAD)	(18)	(18)
RCED Organizational Responsibility	761	761
Average Positions Used by Regions	306	306
RCED Headquarters Average Positions	455	455
Total	761	761
	====	====

Schedule A-1

ACCOUNTING AND FINANCIAL MANAGEMENT DIVISION

Summary by Object Class

(Dollars in thousands)

Object Class	1992 Actual		1993 Revised		1994 Estimate		Net Change (1993 to 1994)	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
11 Personnel Compensation	313	$17,584	312	$19,121	312	$20,780		$1,659
12 Personnel Benefits		3,338		3,515		3,857		342
21 Travel and Transportation		842		723		802		79
25 Other Services		869		598		633		35
26 Supplies and Materials		29		19		21		2
31 Furniture and Equipment		13						
Total	313	$22,675	312	$23,976	312	$26,093		$2,117

Schedule B-1

ACCOUNTING AND FINANCIAL MANAGEMENT DIVISION
Change Analysis - 1993 to 1994
(Dollars in thousands)

Object Class	Mandatory	Price Level	Program Changes		Total
			Workload	Equipment, Alterations, Maintenance, Repairs, etc.	
11 Personnel Compensation	$1,659				$1,659
12 Personnel Benefits	342				342
21 Travel and Transportation		$36	$43		79
25 Other Services		25	10		35
26 Supplies and Materials		2			2
31 Furniture and Equipment					
Total	$2,001	$63	$53		$2,117

Schedule C-1

ACCOUNTING AND FINANCIAL MANAGEMENT DIVISION
Detail Analysis - 1993 to 1994
(Dollars in thousands)

	Staff	Amount	
FY 1993 Budget Base	312		$23,976
I. Adjustments to Base			
A. Mandatory Pay and Related Costs			
1. Annualization of FY 1993 Salaries		223	
2. Ingrade Increases		303	
3. Promotions		142	
4. Civilian Pay Raise		314	
5. Locality Pay		363	
6. Positions Other Than Permanent		3	
7. Other Personnel Compensation		311	
8. Personnel Benefits		342	
			2,001
B. Price Level Increases			
1. Travel - 5%		36	
2. Training - 3%		3	
3. Contract Services - 2%		22	
4. Supplies and Materials - 5%		2	
			63
C. Program Changes			
1. Workload			
a. Program Enhancements			
(1) Travel		43	
(2) Training		10	
			53
Net Increase (Decrease)			2,117
FY 1994 Total Request	312		$26,093

ACCOUNTING AND FINANCIAL MANAGEMENT DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollars in thousands)

A. MANDATORY PAY AND RELATED COSTS	Staff	Amount
1. Annualization of Fiscal Year 1993 Salaries Annualization of ingrade increases, which are paid in accordance with 5 USC {{ 5335 and 5343, for promotions that will be granted in fiscal year 1993, and for 3-month annualization of the January 1993 pay raise.		223
2. Ingrade Increases Payment of merit pay and other ingrade increases for fiscal year 1994, based upon satisfactory performance within the band or grade level of appointment over a specific period of time.		303
3. Promotions Estimated cost of promotions to be granted during fiscal year 1994, based on performance in career ladder positions, the annual assessment process, and/or competitive selections.		142
4. Civilian Pay Raise Anticipated January 1994 civilian pay raise of 2.2 percent.		314
5. Locality Pay Extension of locality pay to new cities in fiscal year 1994.		363
6. Positions Other Than Permanent Annualization of the January 1993 and the anticipated January 1994 pay raises.		3
7. Other Personnel Compensation Performance based bonuses and incentive awards for work completed between June 16, 1992 and September 30, 1993. The increase is due to a change in the rating period from 12 to 15 months which resulted in no bonus payments in fiscal year 1993.		311

ACCOUNTING AND FINANCIAL MANAGEMENT DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollars in thousands)

A. MANDATORY PAY AND RELATED COSTS (continued)	Staff	Amount
8. Personnel Benefits Increase of employer contributions to FEGLI, CSRS, FERS Thrift Plan, and Social Security taxes resulting from increases in personnel compensation and the Social Security taxable wage base, increases resulting from annualization of and greater participation in the FERS retirement system, and annualization of rate changes in the Federal Employees Health Benefits Program.		342
B. PRICE LEVEL INCREASES		
1. Travel - 5% Average expected increase in the costs of travel. Most contract airfares are changed semiannually. Additionally, the General Services Administration annually increases the number of high cost cities and per diem rates based on the increasing costs of service in accordance with the authority granted in P.L. 99-234.		36
2. Training - 3% Provides for increase in the costs of courses provided by OPM and other vendors.		3
3. Contract Services - 2% Permits AFMD to maintain the current level of contractor support necessary for the division's audit work.		22
4. Supplies and Materials - 5% Increase for materials used in preparation of audit reports, including subscriptions to periodicals.		2

ACCOUNTING AND FINANCIAL MANAGEMENT DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollars in thousands)

C. PROGRAM TYPE CHANGES	Staff	Amount
1. Workload		
a. Other Program Enhancements		
(1) Travel Permits greater travel to sites where audit and evaluation work is performed to ensure that the work is being done properly and will accelerate the development and preparation of audit work so that products are more timely and responsive to congressional needs. In addition, to ensure successful implementation of the CFO Act and technical assistance to federal agencies in the auditing area will necessitate more travel.		43
(2) Training Increase needed to develop and deliver courses on audit techniques and quality management as well as other courses needed to enhance staff knowledge, skills and abilities to ensure response to congressional requests that have limited time frames and to conduct audits and evaluations of increasingly complex government programs.		10

AFMD Products Issued in FY 1992, and estimated for FY 1993 and FY 1994 by Product Type 1/

Products	1992 Actual	1993 Estimate	1994 Estimate
A. Congressional			
1. Fact Sheets	1	1	2
2. Letter Reports	44	45	45
3. Chapter Reports	3	3	4
4. Correspondence	15	16	17
B. Agency and Other			
1. Letter Reports	15	10	10
2. Chapter Reports	3	3	3
C. Congressional Briefings	4	4	5
Subtotal	85	82	86
D. Testimony	8	5	5
Total	93	87	91

1/ GAO produces many things that could be considered agency products. The list above notes only the principal ones.

Schedule E-1

ACCOUNTING AND FINANCIAL MANAGEMENT DIVISION
(Dollars in thousands)

Classification	Number of Employees			Amount			
	1992	1993	1994	1992	1993	1994	
Staff Ceiling 1/ Total average positions	313	312	312	$17,584	$19,121	$20,780	
11.0 Full-Time Permanent 2/	324	322	320	17,320	19,069	20,414	
Other Than Full-Time Permanent 3/	5	8	8	21	50	53	
Other Personnel Compensation				243	2	313	4/
25.0 Other Services (Contracts for on-site personal services) 5/							

1/ Every year Congress approves a staff ceiling for GAO. The figures shown here represent the actual usage for fiscal year 1992, the Committee authorized level for fiscal year 1993, and the requested level for fiscal year 1994.

2/ The numbers reflect total employees on board at a particular point in time and do not directly relate to the staff ceiling number, which represents average employment for the entire fiscal year.

3/ Represents the actual and estimated total number of employees in these programs during the year. A large number work only for portions of the year. Some work only for a few days.

4/ Increase is due to the fact that no bonuses will be paid in fiscal year 1993 because the performance appraisal rating period was extended to 15 months.

5/ Includes employees whose services are obtained under contract with an individual or an organization performing on-site services (in agency work space) for 6 months or more during a twelve-month period.

ACCOUNTING AND FINANCIAL MANAGEMENT DIVISION

The Accounting and Financial Management Division (AFMD) serves as the lead division within GAO for promoting financial management improvements. The division is responsible for issues involving accounting systems, agency financial statement audits, accounting and audit standards and policies, budget systems and practices, and audit oversight of federal and non-federal auditors and the public accounting profession. It is the focal point within GAO for overall issues and policies related to the Chief Financial Officers Act of 1990, the Federal Managers' Financial Integrity Act, and integration of budget and accounting systems. The division also participates in the Joint Financial Management Improvement Program, the Federal Accounting Standards Advisory Board (FASAB), the Government Auditing Standards Advisory Council, and the National Intergovernmental Audit Forums.

The following summary shows the total agency average positions planned to meet AFMD responsibilities during fiscal years 1993 and 1994.

	Average Positions	
Issue Areas/Areas of Interest Led by AFMD	FY 1993	FY 1994
Budget Issues	22	22
Corporate Audits	113	113
Defense Audits	119	119
Civil Audits	136	136
Legislative Reviews and Audit Oversight	41	41
Other Division Work	28	28
ACG's Office and Support	66	66
Subtotal	525	525
AFMD Assist Work in Issue Areas Led By Other Divisions		
GGD/Federal Management Issues	4	4
Subtotal	529	529
Other Divisions' Contributions to AFMD-Led Issue Areas/Areas of Interest		
AFMD Organizational Responsibility	529	529
Average Positions Used by Regions	217	217
AFMD Headquarters Average Positions	312	312
Total	529	529

Schedule A-1

INFORMATION MANAGEMENT AND TECHNOLOGY DIVISION

Summary by Object Class

(Dollars in thousands)

Object Class	1992 Actual		1993 Revised		1994 Estimate		Net Change (1993 to 1994)	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
11 Personnel Compensation	194	$11,098	192	$11,320	192	$12,327		$1,007
12 Personnel Benefits		1,906		2,076		2,280		204
21 Travel and Transportation		370		324		360		36
25 Other Services		163		154		171		17
26 Supplies and Materials		12		11		12		1
31 Furniture and Equipment		4		8		8		
Total	194	$13,553	192	$13,893	192	$15,158		$1,265

Schedule B-1

INFORMATION MANAGEMENT AND TECHNOLOGY DIVISION
Change Analysis - 1993 to 1994
(Dollars in thousands)

Object Class	Mandatory	Price Level	Program Changes		Total
			Workload	Equipment, Alterations, Maintenance, Repairs, etc.	
11 Personnel Compensation	$1,007				$1,007
12 Personnel Benefits	204				204
21 Travel and Transportation		$17	$19		36
25 Other Services		6	11		17
26 Supplies and Materials		1			1
31 Furniture and Equipment					
Total	$1,211	$24	$30		$1,265

Schedule C-1

INFORMATION MANAGEMENT AND TECHNOLOGY DIVISION
Detail Analysis - 1993 to 1994
(Dollars in thousands)

	Staff	Amount	
FY 1993 Budget Base	192		$13,893
I. Adjustments to Base			
A. Mandatory Pay and Related Costs			
1. Annualization of FY 1993 Salaries		141	
2. Ingrade Increases		180	
3. Promotions		82	
4. Civilian Pay Raise		186	
5. Locality Pay		215	
6. Positions Other Than Permanent		3	
7. Other Personnel Compensation		200	
8. Personnel Benefits		204	
			1,211
B. Price Level Increases			
1. Travel - 5%		17	
2. Training - 3%		3	
3. Contract Services - 2%		3	
4. Supplies and Materials - 5%		1	
			24
C. Program Changes			
1. Workload			
a. Program Enhancements			
(1) Travel		19	
(2) Training		11	
			30
Net Increase (Decrease)			1,265
FY 1994 Total Request	192		$15,158

INFORMATION MANAGEMENT AND TECHNOLOGY DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollars in thousands)

A. MANDATORY PAY AND RELATED COSTS	Staff	Amount
1. Annualization of Fiscal Year 1993 Salaries Annualization of ingrade increases, which are paid in accordance with 5 USC {{ 5335 and 5343, for promotions that will be granted in fiscal year 1993 and for 3-month annualization of the January 1993 pay raise.		141
2. Ingrade Increases Payment of merit pay and other ingrade increases for fiscal year 1994 based upon satisfactory performance within the band or grade level of appointment over a specific period of time.		180
3. Promotions Estimated cost of promotions to be granted during fiscal year 1994 based on performance in career ladder positions, the annual assessment process and/or competitive selections.		82
4. Civilian Pay Raise Anticipated January 1994 civilian pay raise of 2.2 percent.		186
5. Locality Pay Extension of locality pay to new cities in fiscal year 1994.		215
6. Positions Other Than Permanent Annualization of the January 1993 and the anticipated January 1994 pay raises.		3
7. Other Personnel Compensation Performance based bonuses and incentive awards for work completed between June 16, 1992 and September 30, 1993. The increase is due to a change in the rating period from 12 to 15 months which resulted in no bonus payments in fiscal year 1993.		200

INFORMATION MANAGEMENT AND TECHNOLOGY DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollars in thousands)

A. MANDATORY PAY AND RELATED COSTS (continued)	Staff	Amount
8. Personnel Benefits Increase of employer contributions to FEGLI, CSRS, FERS Thrift Plan and Social Security taxes resulting from increases in personnel compensation and the Social Security taxable wage base, increases resulting from annualization of and greater participation in the FERS retirement system, and annualization of rate changes in the Federal Employees Health Benefits Program.		204
B. PRICE LEVEL INCREASES		
1. Travel - 5% Average expected increase in the costs of travel. Most contract airfares are changed semiannually. In addition, the General Services Administration annually increases the number of high cost cities and per diem rates based on the increasing costs of service in accordance with the authority granted in P.L. 99-234.		17
2. Training - 3% Provides for increase in the costs of courses provided by OPM and other vendors.		3
3. Contract Services - 2% Increase in non-government contract services supporting audit and evaluation work in the telecommunications and information technology area.		3
4. Supplies and Materials - 5% Increases for subscriptions to periodicals.		1

INFORMATION MANAGEMENT AND TECHNOLOGY DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollars in thousands)

C. PROGRAM TYPE CHANGES	Staff	Amount
1. Workload		
a. Other Program Enhancements		
(1) Travel Allows for greater supervisory travel to provide technical assistance to regional staff.		19
(2) Training Ensures staff exposure to current developments in rapidly changing fields such as telecommunications, ADP, computer security, software development and information technology acquisition.		11

IMTEC Products Issued in FY 1992, and estimated for FY 1993 and FY 1994 by Product Type 1/

Products	1992 Actual	1993 Estimate	1994 Estimate
A. Congressional			
1. Briefing Reports	8	10	10
2. Fact Sheets	3	4	5
3. Letter Reports	37	37	38
4. Chapter Reports	11	10	11
5. Correspondence	11	11	11
B. Agency and Other			
1. Letter Reports	8	10	9
2. Chapter Reports	2	2	2
C. Congressional Briefings	9	10	11
Subtotal	89	94	97
D. Testimony	18	17	18
Total	107	111	115

1/ GAO produces many things that could be considered agency products. The list above notes only the principal ones.

Schedule E-1

INFORMATION MANAGEMENT AND TECHNOLOGY DIVISION

(Dollars in thousands)

Classification	Number of Employees			Amount		
	1992	1993	1994	1992	1993	1994
Staff Ceiling 1/						
Total average positions	194	192	192	$11,098	$11,320	$12,327
11.0 Full-Time Permanent 2/	197	198	198	10,903	11,263	12,067
Other Than Full-Time Permanent 3/	11	12	12	40	55	58
Other Personnel Compensation				155	2	202 4/
25.0 Other Services (Contracts for on-site personal services) 5/						

1/ Every year Congress approves a staff ceiling for GAO. The figures shown here represent the actual usage for fiscal year 1992, the Committee authorized level for fiscal year 1993, and the requested level for fiscal year 1994.

2/ The numbers reflect total employees on board at a particular point in time and do not directly relate to the staff ceiling number, which represents average employment for the entire fiscal year.

3/ Represents the actual and estimated total number of employees in these programs during the year. A large number work only for portions of the year. Some work only for a few days.

4/ Increase is due to the fact that no bonuses will be paid in fiscal year 1993 because the performance appraisal rating period was extended to 15 months.

5/ Includes employees whose services are obtained under contract with an individual or an organization performing on-site services (in agency work space) for 6 months or more during a twelve-month period.

INFORMATION MANAGEMENT AND TECHNOLOGY DIVISION

The Information Management and Technology Division (IMTEC) reviews the federal government's activities involving ADP, telecommunications, and information management. IMTEC evaluates how well the government's major information systems are performing; how well agencies are managing their hardware, software, personnel, and data; and whether the agencies are acquiring the most effective, economical, and efficient information technology to accomplish their missions.

The following summary shows the total agency average positions planned to meet IMTEC responsibilities during fiscal years 1993 and 1994.

	Average Positions	
Issue Areas/Areas of Interest Led by IMTEC	FY 1993	FY 1994
Information Management and Technology	245	245
ACG's Office and Support	45	45
Subtotal	290	290
IMTEC Assist Work in Issue Areas Led by Other Divisions		
Subtotal	290	290
Other Divisions' Contributions to IMTEC-Led Issue Areas/Areas of Interest		
IMTEC Organizational Responsibility	290	290
Average Positions Used by Regions	98	98
IMTEC Headquarters Average Positions	192	192
Total	290	290

Schedule A-1

PROGRAM EVALUATION AND METHODOLOGY DIVISION

Summary by Object Class
(Dollars in thousands)

Object Class	1992 Actual		1993 Revised		1994 Estimate		Net Change (1993 to 1994)	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
11 Personnel Compensation	94	$5,083	90	$5,096	90	$5,559		$463
12 Personnel Benefits		1,072		931		1,022		91
21 Travel and Transportation		272		158		175		17
25 Other Services		158		117		124		7
26 Supplies and Materials		15		9		9		
31 Furniture and Equipment		1		1		1		
Total	94	$6,601	90	$6,312	90	$6,890		$578

Schedule B-1

PROGRAM EVALUATION AND METHODOLOGY DIVISION
Change Analysis - 1993 to 1994
(Dollars in thousands)

Object Class	Mandatory	Price Level	Program Changes: Workload	Program Changes: Equipment, Alterations, Maintenance, Repairs, etc.	Total
11 Personnel Compensation	$463				$463
12 Personnel Benefits	91				91
21 Travel and Transportation		$8	$9		17
25 Other Services		5	2		7
26 Supplies and Materials					
31 Furniture and Equipment					
Total	$554	$13	$11		$578

Schedule C-1

PROGRAM EVALUATION AND METHODOLOGY DIVISION

Detail Analysis - 1993 to 1994
(Dollars in thousands)

	Staff	Amount	
FY 1993 Budget Base	90		$6,312
I. Adjustments to Base			
A. Mandatory Pay and Related Costs			
1. Annualization of FY 1993 Salaries		62	
2. Ingrade Increases		82	
3. Promotions		38	
4. Civilian Pay Raise		83	
5. Locality Pay		96	
6. Positions Other Than Permanent		2	
7. Other Personnel Compensation		100	
8. Personnel Benefits		91	
			554
B. Price Level Increases			
1. Travel - 5%		8	
2. Training - 3%		1	
3. Contract Services - 2%		4	
			13
C. Program Changes			
1. Workload			
a. Program Enhancements			
(1) Travel		9	
(2) Training		2	
			11
Net Increase (Decrease)			578
FY 1994 Total Request	90		$6,890

PROGRAM EVALUATION AND METHODOLOGY DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollars in thousands)

A. MANDATORY PAY AND RELATED COSTS	Staff	Amount
1. Annualization of Fiscal Year 1993 Salaries Annualization of ingrade increases, which are paid in accordance with 5 USC {{ 5335 and 5343, for promotions that will be granted in fiscal year 1993, and for 3-month annualization of the January 1993 pay raise.		62
2. Ingrade Increases Payment of merit pay and other ingrade increases for fiscal year 1994, based upon satisfactory performance within the band or grade level of appointment over a specific period of time.		82
3. Promotions Estimated cost of promotions to be granted during fiscal year 1994, based on performance in career ladder positions, the annual assessment process, and/or competitive selections.		38
4. Civilian Pay Raise Anticipated January 1994 civilian pay raise of 2.2 percent.		83
5. Locality Pay Extension of locality pay to new cities in fiscal year 1994.		96
6. Other Personnel Compensation Performance based bonuses and incentive awards for work completed between June 16, 1992 and September 30, 1993. The increase is due to a change in the rating period from 12 to 15 months which resulted in no bonus payments in fiscal year 1993.		2
7. Positions Other Than Permanent Annualization of the January 1993 and the anticipated January 1994 pay raises.		100

PROGRAM EVALUATION AND METHODOLOGY DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollars in thousands)

A. MANDATORY PAY AND RELATED COSTS (continued)	Staff	Amount
8. Personnel Benefits Increase of employer contributions to FEGLI, CSRS, FERS Thrift Plan, and Social Security taxes resulting from increases in personnel compensation and the Social Security taxable wage base, increases resulting from annualization of and greater participation in the FERS retirement system, and annualization of rate changes in the Federal Employees Health Benefits Program.		91
B. PRICE LEVEL INCREASES		
1. Travel - 5% Average expected increase in the costs of travel. Most contract airfares are changed semiannually. Additionally, the General Services Administration annually increases the number of high cost cities and per diem rates based on the increasing costs of service in accordance with the authority granted in P.L. 99-234.		8
2. Training - 3% Provides for increase in the costs of courses provided by OPM and other vendors.		1
3. Contract Services - 2% Provides for increases in the cost of assistance in the development of methodologies to be used in GAO reports.		4

PROGRAM EVALUATION AND METHODOLOGY DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollars in thousands)

C. PROGRAM TYPE CHANGES	Staff	Amount
1. Workload		
a. Other Program Enhancements		
(1) Travel The additional funds will be used for travel in support of PEMD's work in health care, human services policy, and governmental affairs.		9
(2) Training Additional funds are requested for training related to current jobs and planned new assignments for employee development in areas such as research design and analysis, data analyses and research, risk analysis, and testing and evaluation methods which are crucial to the work of the division.		2

PEMD Products Issued in FY 1992, and estimated for FY 1993 and FY 1994 by Product Type 1/

Products	1992 Actual	1993 Estimate	1994 Estimate
A. Congressional			
1. Briefing Reports	1	1	1
2. Letter Reports	15	15	16
3. Chapter Reports	10	10	11
4. Correspondence	5	5	5
B. Agency and Other			
1. Chapter Reports	8	8	8
C. Congressional Briefings	13	14	14
Subtotal	52	53	55
D. Testimony	13	10	14
Total	65	63	69

1/ GAO produces many things that could be considered agency products. The list above notes only the principal ones.

Schedule E-1

PROGRAM EVALUATION AND METHODOLOGY DIVISION
(Dollars in thousands)

Classification	Number of Employees			Amount			
	1992	1993	1994	1992	1993	1994	
Staff Ceiling 1/ Total average positions	94	90	90	$5,083	$5,096	$5,559	
11.0 Full-Time Permanent 2/	94	93	93	4,975	5,049	5,410	
Other Than Full-Time Permanent 3/	20	21	22	31	46	48	
Other Personnel Compensation				77	1	101	4/
25.0 Other Services (Contracts for on-site personal services) 5/							

1/ Every year Congress approves a staff ceiling for GAO. The figures shown here represent the actual usage for fiscal year 1992, the Committee authorized level for fiscal year 1993, and the requested level for fiscal year 1994.

2/ The numbers reflect total employees on board at a particular point in time and do not directly relate to the staff ceiling number, which represents average employment for the entire fiscal year.

3/ Represents the actual and estimated total number of employees in these programs during the year. A large number work only for portions of the year. Some work only for a few days.

4/ Increase is due to the fact that no bonuses will be paid in fiscal year 1993 because the performance appraisal rating period was extended to 15 months.

5/ Includes employees whose services are obtained under contract with an individual or an organization performing on-site services (in agency work space) for 6 months or more during a twelve-month period.

PROGRAM EVALUATION AND METHODOLOGY DIVISION

The Program Evaluation and Methodology Division (PEMD) promotes program evaluation objectives within GAO and throughout the federal government. The division conducts complex and innovative program evaluations that contribute to congressional and national debates on major issues and that complement the planned work of other GAO divisions; produces "transfer papers" that describe and illustrate evaluation methods; and provides the focus for GAO methodological responsibilities under Title VII of the Congressional Budget and Impoundment Control Act of 1974. The division also conducts joint projects with other GAO units dealing with such matters as the development of program evaluation standards and the design of GAO-wide methodological training programs.

The following summary shows the total agency average positions planned to meet PEMD responsibilities during fiscal years 1993 and 1994.

	Average Positions	
Issue Areas/Areas of Interest Led by PEMD	FY 1993	FY 1994
Program Evaluation and Methodology	87	87
Non-Issue Area Work	2	2
ACG's Office and Support	21	21
Subtotal	110	110
PEMD Assist Work in Issue Areas Led by Other Divisions		
Subtotal	110	110
Other Divisions' Contributions to PEMD-Led Issue Areas/Areas of Interest		
PEMD Organizational Responsibility	110	110
Average Positions Used by Regions	20	20
PEMD Headquarters Average Positions	90	90
Total	110	110

Schedule A-1

OFFICE OF THE CHIEF ECONOMIST

Summary by Object Class

(Dollars in thousands)

Object Class	1992 Actual		1993 Revised		1994 Estimate		Net Change (1993 to 1994)	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
11 Personnel Compensation	13	$802	24	$1,450	24	$1,569		$119
12 Personnel Benefits		198		263		289		26
21 Travel and Transportation		10		12		14		2
25 Other Services		1		3		3		
26 Supplies and Materials		6		5		6		1
31 Furniture and Equipment				1		1		
Total	13	$1,017	24	$1,734	24	$1,882		$148

Schedule B-1

OFFICE OF THE CHIEF ECONOMIST
Change Analysis - 1993 to 1994
(Dollars in thousands)

Object Class	Mandatory	Price Level	Program Changes		Total
			Workload	Equipment, Alterations, Maintenance, Repairs, etc.	
11 Personnel Compensation	$119				$119
12 Personnel Benefits	26				26
21 Travel and Transportation		$1	$1		2
26 Supplies and Materials		1			1
31 Furniture and Equipment					
Total	$145	$2	$1		$148

Schedule C-1

OFFICE OF THE CHIEF ECONOMIST
Detail Analysis - 1993 to 1994
(Dollars in thousands)

	Staff	Amount	
FY 1993 Budget Base	24		$1,734
I. Adjustments to Base			
A. Mandatory Pay and Related Costs			
1. Annualization of FY 1993 Salaries		16	
2. Ingrade Increases		23	
3. Promotions		11	
4. Civilian Pay Raise		24	
5. Locality Pay		27	
6. Positions Other Than Permanent		1	
7. Other Personnel Compensation		17	
8. Personnel Benefits		26	
			145
B. Price Level Increases			
1. Travel - 5%		1	
2. Supplies and Materials - 5%		1	
			2
C. Program Changes			
1. Workload			
a. Program Enhancements			
(1) Travel		1	
			1
Net Increase (Decrease)			148
FY 1994 Total Request	24		$1,882

OFFICE OF THE CHIEF ECONOMIST

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollars in thousands)

A. MANDATORY PAY AND RELATED COSTS	Staff	Amount
1. Annualization of Fiscal Year 1993 Salaries Annualization of ingrade increases, which are paid in accordance with 5 USC {{ 5335 and 5343, for promotions that will be granted in fiscal year 1993, and for 3-month annualization of the January 1993 pay raise.		16
2. Ingrade Increases Payment of merit pay and other ingrade increases for fiscal year 1994, based upon satisfactory performance within the band or grade level of appointment over a specific period of time.		23
3. Promotions Estimated cost of promotions to be granted during fiscal year 1994, based on performance in career ladder positions, the annual assessment process, and/or competitive selections.		11
4. Civilian Pay Raise Anticipated January 1994 civilian pay raise of 2.2 percent.		24
5. Locality Pay Extension of locality pay to new cities in fiscal year 1994.		27
6. Positions Other Than Permanent Annualization of the January 1993 and the anticipated January 1994 pay raises.		1
7. Other Personnel Compensation Performance based bonuses and incentive awards for work completed between June 16, 1992 and September 30, 1993. The increase is due to a change in the rating period from 12 to 15 months which resulted in no bonus payments in fiscal year 1993.		17

OFFICE OF THE CHIEF ECONOMIST

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollars in thousands)

A. MANDATORY PAY AND RELATED COSTS (continued)	Staff	Amount
8. Personnel Benefits Increase of employer contributions to FEGLI, CSRS, FERS Thrift Plan, and Social Security taxes resulting from increases in personnel compensation and the Social Security taxable wage base, increases resulting from annualization of and greater participation in the FERS retirement system, and annualization of rate changes in the Federal Employees Health Benefits Program.		26
B. PRICE LEVEL INCREASES		
1. Travel - 5% Average expected increase in the costs of travel. Most contract airfares are changed semiannually. Also the General Services Administration annually increases the number of high cost cities and per diem rates based on the increasing costs of service in accordance with the authority granted in P.L. 99-234.		1
2. Supplies and Materials - 5% This level covers the increase for subscriptions and periodicals.		1
C. PROGRAM TYPE CHANGES		
1. Workload		
a. Other Program Enhancements		
(1) Travel This increase will permit more travel by economists in support of GAO audit and evaluation work.		1

Schedule E-1

OFFICE OF THE CHIEF ECONOMIST
(Dollars in thousands)

Classification	Number of Employees			Amount		
	1992	1993	1994	1992	1993	1994
Staff Ceiling 1/ Total average positions	13	24	24	$802	$1,450	$1,569
11.0 Full-Time Permanent 2/	15	28	28	769	1,428	1,529
Other Than Full-Time Permanent 3/	6	7	7	19	21	22
Other Personnel Compensation				14	1	18 4/
25.0 Other Services (Contracts for on-site personal services) 5/						

1/ Every year Congress approves a staff ceiling for GAO. The figures shown here represent the actual usage for fiscal year 1992, the Committee authorized level for fiscal year 1993, and the requested level for fiscal year 1994.

2/ The numbers reflect total employees on board at a particular point in time and do not directly relate to the staff ceiling number, which represents average employment for the entire fiscal year.

3/ Represents the actual and estimated total number of employees in these programs during the year. A large number work only for portions of the year. Some work only for a few days.

4/ Increase is due to the fact that no bonuses will be paid in fiscal year 1993 because the performance appraisal rating period was extended to 15 months.

5/ Includes employees whose services are obtained under contract with an individual or an organization performing on-site services (in agency work space) for 6 months or more during a twelve-month period.

OFFICE OF THE CHIEF ECONOMIST

The Office of the Chief Economist (OCE) provides advice and guidance to the Office of the Comptroller General on economic matters and helps assure the quality of economic analysis work undertaken throughout GAO by providing technical assistance on individual assignments, reviewing draft products, and assisting in long-term efforts to increase GAO's economic analysis capabilities. OCE helps resolve economic issues that arise in the planning, implementation, and reporting of GAO assignments and undertakes independent assignments on a highly selective basis. OCE also has a leadership role in providing economics training in GAO.

The following summary shows the total agency average positions planned to meet OCE responsibilities during fiscal years 1993 and 1994.

	Average Positions	
	FY 1993	FY 1994
Total OCE Responsibility	24	24
Average Positions Used by Regions		
OCE Headquarters Average Positions	24	24
Total	24	24

Schedule A-1

OFFICE OF THE GENERAL COUNSEL

Summary by Object Class

(Dollars in thousands)

Object Class	1992 Actual		1993 Revised		1994 Estimate		Net Change (1993 to 1994)	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
11 Personnel Compensation	219	$13,459	211	$13,440	211	$14,663		$1,223
12 Personnel Benefits		2,278		2,460		2,701		241
21 Travel and Transportation		115		75		83		8
23 Rent, Communications and Utilities				1		1		
25 Other Services		416		278		293		15
26 Supplies and Materials		85		42		49		7
31 Furniture and Equipment		10		5		5		
Total	219	$16,363	211	$16,301	211	$17,795		$1,494

Schedule B-1

OFFICE OF THE GENERAL COUNSEL
Change Analysis - 1993 to 1994
(Dollars in thousands)

Object Class	Mandatory	Price Level	Program Changes: Workload	Program Changes: Equipment, Alterations, Maintenance, Repairs, etc.	Total
11 Personnel Compensation	$1,223				$1,223
12 Personnel Benefits	241				241
21 Travel and Transportation		$4	$4		8
25 Other Services		10	5		15
26 Supplies and Materials		7			7
31 Furniture and Equipment					
Total	$1,464	$21	$9		$1,494

Schedule C-1

OFFICE OF THE GENERAL COUNSEL
Detail Analysis - 1993 to 1994
(Dollars in thousands)

	Staff	Amount	
FY 1993 Budget Base	211		$16,301
I. Adjustments to Base			
A. Mandatory Pay and Related Costs			
1. Annualization of FY 1993 Salaries		162	
2. Ingrade Increases		219	
3. Promotions		96	
4. Civilian Pay Raise		220	
5. Locality Pay		254	
6. Positions Other Than Permanent		5	
7. Other Personnel Compensation		267	
8. Personnel Benefits		241	
			1,464
B. Price Level Increases			
1. Travel - 5%		4	
2. Training - 3%		1	
3. Contract Services - 2%		9	
4. Supplies and Materials - 5%		7	
			21
C. Program Changes			
1. Workload			
a. Program Enhancements			
(1) Travel		4	
(2) Training		5	
			9
Net Increase (Decrease)			1,494
FY 1994 Total Request	211		$17,795

OFFICE OF THE GENERAL COUNSEL

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollars in thousands)

A. MANDATORY PAY AND RELATED COSTS	Staff	Amount
1. Annualization of Fiscal Year 1993 Salaries Annualization of ingrade increases, which are paid in accordance with 5 USC {{ 5335 and 5343, for promotions that will be granted in fiscal year 1993, and for 3-month annualization of the January 1993 pay raise.		162
2. Ingrade Increases Payment of merit pay and other ingrade increases for fiscal year 1994, based upon satisfactory performance within the band or grade level of appointment over a specific period of time.		219
3. Promotions Estimated cost of promotions to be granted during fiscal year 1994, based on performance in career ladder positions, the annual assessment process, and/or competitive selections.		96
4. Civilian Pay Raise Anticipated January 1994 civilian pay raise of 2.2 percent.		220
5. Locality Pay Extension of locality pay to new cities in fiscal year 1994.		254
6. Positions Other Than Permanent Annualization of the January 1993 and the anticipated January 1994 pay raises.		5
7. Other Personnel Compensation Performance based bonuses and incentive awards for work completed between June 16, 1992 and September 30, 1993. The increase is due to a change in the rating period from 12 to 15 months which resulted in no bonus payments in fiscal year 1993.		267

OFFICE OF THE GENERAL COUNSEL

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollars in thousands)

A. MANDATORY PAY AND RELATED COSTS (continued)	Staff	Amount
8. Personnel Benefits Increase of employer contributions to FEGLI, CSRS, FERS Thrift Plan, and Social Security taxes resulting from increases in personnel compensation and the Social Security taxable wage base, increases resulting from annualization of and greater participation in the FERS retirement system, and annualization of rate changes in the Federal Employees Health Benefits Program.		241
B. PRICE LEVEL INCREASES		
1. Travel - 5% Average expected increase in the costs of travel. Most contract airfares are changed semiannually. Additionally, the General Services Administration annually increases the number of high cost cities and per diem rates based on the increasing costs of service in accordance with the authority granted in P.L. 99-234.		4
2. Training - 3% This amount will provide for increases in the costs of courses provided by OPM and other vendors.		1
3. Contract Services - 2% The increase is to maintain use of contracts in economic research, court reporting, and legal support.		9
4. Supplies and Materials - 5% This level covers increases for such supplies as materials used in preparation of legal opinions and subscriptions to periodicals as well as the purchase of pocket parts of the U.S. Code Annotated.		7

OFFICE OF THE GENERAL COUNSEL

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollars in thousands)

C. PROGRAM TYPE CHANGES	Staff	Amount
1. Workload		
a. Other Program Enhancements		
(1) Travel This level of travel will permit greater travel to the sites where our audit and evaluation work is performed to provide needed legal assistance to GAO evaluators as well as to participate in seminars and training to continue the development of staff expertise.		4
(2) Training This increase will support the continuing goal to maintain OGC expertise at the highest levels and meet the biannual requirement of 80 hours of professional education.		5

OGC Products Issued in FY 1992, and estimated for FY 1993 and FY 1994 by Product Type 1/

Products	1992 Actual	1993 Estimate	1994 Estimate
A. Congressional			
1. Letter Reports	14	14	14
Subtotal	14	14	14
B. Testimony	3	3	3
C. Legal Decisions and Advice	3,721	3,600	3,900
D. Legal Opinions and Interpretations for the Congress	249	235	250
E. Bill Comments	5	10	15
Total	3,992	3,862	4,182

1/ GAO produces many things that could be considered agency products. The list above notes only the principal ones.

Schedule E-1

OFFICE OF THE GENERAL COUNSEL
(Dollars in thousands)

Classification	Number of Employees			Amount			
	1992	1993	1994	1992	1993	1994	
Staff Ceiling 1/ Total average positions	219	211	211	$13,459	$13,440	$14,663	
11.0 Full-Time Permanent 2/	229	227	228	13,028	13,347	14,298	
Other Than Full-Time Permanent 3/	33	24	25	219	90	95	
Other Personnel Compensation				212	3	270	4/
25.0 Other Services (Contracts for on-site personal services) 5/							

1/ Every year Congress approves a staff ceiling for GAO. The figures shown here represent the actual usage for fiscal year 1992, the Committee authorized level for fiscal year 1993, and the requested level for fiscal year 1994.

2/ The numbers reflect total employees on board at a particular point in time and do not directly relate to the staff ceiling number, which represents average employment for the entire fiscal year.

3/ Represents the actual and estimated total number of employees in these programs during the year. A large number work only for portions of the year. Some work only for a few days.

4/ Increase is due to the fact that no bonuses will be paid in fiscal year 1993 because the performance appraisal rating period was extended to 15 months.

5/ Includes employees whose services are obtained under contract with an individual or an organization performing on-site services (in agency work space) for 6 months or more during a twelve-month period.

OFFICE OF THE GENERAL COUNSEL

The Office of the General Counsel (OGC) provides legal services to the Comptroller General and GAO staff. Its principal responsibilities include providing advice on legal issues that arise during GAO's audits and evaluations; assisting in the preparation of reports, testimony, and other materials for congressional legislative and oversight activities; conducting litigation in which GAO is involved; and preparing Comptroller General decisions and opinions. Some decisions and opinions advise congressional committees and Members on the legality of federal agency activities or the legal implications of legislative proposals before the Congress. Others resolve protests from bidders for government contracts alleging that a contract has been or is about to be improperly awarded to another bidder. GAO's expertise in this area is widely recognized by government agencies, contractors, and the federal courts. Still other decisions and opinions interpret the laws governing public expenditures as guidance for government agencies.

The following summary shows the total agency average positions planned to meet OGC responsibilities during fiscal years 1993 and 1994.

	Average Positions	
	FY 1993	FY 1994
Total OGC Responsibility	211	211
Average Positions Used by Regions		
OGC Headquarters Average Positions	211	211
Total	211	211
	====	====

Schedule A-1

OFFICE OF SPECIAL INVESTIGATIONS
Summary by Object Class
(Dollars in thousands)

Object Class	1992 Actual		1993 Revised		1994 Estimate		Net Change (1993 to 1994)	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
11 Personnel Compensation	41	$2,613	40	$2,559	40	$2,782		$223
12 Personnel Benefits		444		468		516		48
21 Travel and Transportation		203		161		178		17
25 Other Services		44		14		16		2
26 Supplies and Materials		7		4		4		
31 Furniture and Equipment		2		3		3		
Total	41	$3,313	40	$3,209	40	$3,499		$290

Schedule B-1

OFFICE OF SPECIAL INVESTIGATIONS
Change Analysis - 1993 to 1994
(Dollars in thousands)

Object Class	Mandatory	Price Level	Program Changes		Total
			Workload	Equipment, Alterations, Maintenance, Repairs, etc.	
11 Personnel Compensation	$223				$223
12 Personnel Benefits	48				48
21 Travel and Transportation		$8	$9		17
25 Other Services			2		2
31 Furniture and Equipment					
Total	$271	$8	$11		$290

Schedule C-1

OFFICE OF SPECIAL INVESTIGATIONS
Detail Analysis - 1993 to 1994
(Dollars in thousands)

	Staff	Amount	
FY 1993 Budget Base	40		$3,209
I. Adjustments to Base			
A. Mandatory Pay and Related Costs			
1. Annualization of FY 1993 Salaries		58	
2. Ingrade Increases		27	
3. Promotions		20	
4. Civilian Pay Raise		42	
5. Locality Pay		49	
6. Positions Other Than Permanent		1	
7. Other Personnel Compensation		26	
8. Personnel Benefits		48	
			271
B. Price Level Increases			
1. Travel - 5%		8	
			8
C. Program Changes			
1. Workload			
a. Program Enhancements			
(1) Travel		9	
(2) Training		2	
			11
Net Increase (Decrease)			290
FY 1994 Total Request	40		$3,499

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollars in thousands)

A. MANDATORY PAY AND RELATED COSTS	Staff	Amount
1. Annualization of Fiscal Year 1993 Salaries Annualization of ingrade increases, which are paid in accordance with 5 USC {{ 5335 and 5343, for promotions that will be granted in fiscal year 1993, and for 3-month annualization of the January 1993 pay raise.		58
2. Ingrade Increases Payment of merit pay and other ingrade increases for fiscal year 1994, based upon satisfactory performance within the band or grade level of appointment over a specific period of time.		27
3. Promotions Estimated cost of promotions to be granted during fiscal year 1994, based on performance in career ladder positions, the annual assessment process, and/or competitive selections.		20
4. Civilian Pay Raise Anticipated January 1994 civilian pay raise of 2.2 percent.		42
5. Locality Pay Extension of locality pay to new cities in fiscal year 1994.		49
6. Positions Other Than Permanent Annualization of the January 1993 and the anticipated January 1994 pay raises.		1
7. Other Personnel Compensation Performance based bonuses and incentive awards for work completed between June 16, 1992 and September 30, 1993. The increase is due to a change in the rating period from 12 to 15 months which resulted in no bonus payments in fiscal year 1993.		26

OFFICE OF SPECIAL INVESTIGATIONS

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollars in thousands)

A. MANDATORY PAY AND RELATED COSTS (continued)	Staff	Amount
8. Personnel Benefits Increase of employer contributions to FEGLI, CSRS, FERS Thrift Plan, and Social Security taxes resulting from increases in personnel compensation and the Social Security taxable wage base, increases resulting from annualization of and greater participation in the FERS retirement system, and annualization of rate changes in the Federal Employees Health Benefits Program.		48
B. PRICE LEVEL INCREASES		
1. Travel - 5% Average expected increase in the costs of travel. Most contract airfares are changed semiannually. Additionally, the General Services Administration annually increases the number of high cost cities and per diem rates based on the increasing costs of service in accordance with the authority granted in P.L. 99-234.		8
C. PROGRAM TYPE CHANGES		
1. Workload		
a. Other Program Enhancements		
(1) Travel This level of increase will permit greater travel by more full-time investigators and evaluators to meet the demands of a heavier investigative caseload. This will expedite the development and preparation of GAO investigative work to make our products more timely and responsive to congressional needs.		9
(2) Training This increase provides for more specialized training required for evaluators and investigators in the areas of fraud detection and investigative methods and sources.		2

OSI Products Issued in FY 1992, and estimated for FY 1993 and FY 1994 by Product Type 1/

Products	1992 Actual	1993 Estimate	1994 Estimate
A. Congressional			
1. Briefing Reports	2	2	3
2. Letter Reports	8	8	8
B. Congressional Briefings	18	20	20
Subtotal	28	30	31
C. Testimony	2		1
D. Other \2	15	40	50
Total	45	70	82

1/ GAO produces many things that could be considered agency products. The list above notes only the principal ones.

2/ Reports and briefings to GAO divisions and offices, congressional and federal agencies not otherwise reported above as well as referrals to law enforcement agencies.

Schedule E-1

OFFICE OF SPECIAL INVESTIGATIONS
(Dollars in thousands)

Classification	Number of Employees			Amount		
	1992	1993	1994	1992	1993	1994
Staff Ceiling 1/ Total average positions	41	40	40	$2,613	$2,559	$2,782
11.0 Full-Time Permanent 2/	40	41	41	2,580	2,540	2,736
Other Than Full-Time Permanent 3/	3	4	4	12	18	19
Other Personnel Compensation				21	1	27 4/
25.0 Other Services (Contracts for on-site personal services) 5/						

1/ Every year Congress approves a staff ceiling for GAO. The figures shown here represent the actual usage for fiscal year 1992, the Committee authorized level for fiscal year 1993, and the requested level for fiscal year 1994.

2/ The numbers reflect total employees on board at a particular point in time and do not directly relate to the staff ceiling number, which represents average employment for the entire fiscal year.

3/ Represents the actual and estimated total number of employees in these programs during the year. A large number work only for portions of the year. Some work only for a few days.

4/ Increase is due to the fact that no bonuses will be paid in fiscal year 1993 because the performance appraisal rating period was extended to 15 months.

5/ Includes employees whose services are obtained under contract with an individual or an organization performing on-site services (in agency work space) for 6 months or more during a twelve-month period.

OFFICE OF SPECIAL INVESTIGATIONS

The Office of Special Investigations (OSI) investigates allegations of fraud, waste, and abuse in government programs, activities, and functions and addresses matters requiring advanced investigative skills and expertise. Requests for investigations originating from Committees of the Congress, Committee Chairs, Members of Congress, and the Comptroller General typically involve conflicts of interest and ethics matters, contract and procurement improprieties, official misconduct and abuse, and administration of justice issues. OSI acts as a liaison between GAO units and the law enforcement community, and reviews and comments on GAO policy and legislative proposals involving investigative matters and techniques.

As the focal point within GAO for fraud investigation and referral, OSI assists GAO evaluators when indicators of fraud are found during audits and program reviews. To sensitize evaluators to potential fraud, OSI participates and promotes fraud awareness training through the GAO Training Institute and, informally, through dialogue between OSI and regional and division staff, as well as detailees from the divisions and regions to OSI. GAO has established a regional investigative program that places a senior criminal investigator in each participating regional office to conduct investigations and to provide regional staff assistance in detecting fraud and identifying fraud indicators during the audit process.

OSI is also involved in identifying specific cases of fraud, waste, and abuse to better exemplify program weaknesses, demonstrate systemic problems, and support findings and recommendations in GAO work. Similar case examples are developed for Congressional committee use in hearings and reports. Such work also has a broader application by OSI and GAO divisions in strategic planning for future audit issues.

Finally, the Comptroller General gave OSI the responsibility to integrate GAO's audit and investigative functions while still maintaining its ability to react quickly to investigative needs of the Congress. To achieve that goal, OSI began an aggressive program to more fully interact with the divisions and regions and to support the work of GAO's evaluators and auditors. Initiatives such as issue area assignments within OSI, instituting a regional investigative program, participating in an aggressive fraud awareness training program, and development of a formal mechanism for handling fraud referrals stimulate interaction between OSI and other GAO components, while demonstrating OSI technical skills and maximizing the impact of GAO's evaluative and investigative products.

The following summary shows the total agency average positions planned to meet OSI responsibilities during fiscal years 1993 and 1994.

	Average Positions	
	FY 1993	FY 1994
Total OSI Responsibility	50	50
Average Positions Used by Regions	10	10
OSI Headquarters Average Positions	40	40
Total	50	50

Fiscal Year 1992 Accomplishments

During fiscal year 1992, OSI completed 44 investigations, including issuing 11 reports, 6 testimonies, conducting 18 closeout briefings, and assisting divisions in cases. OSI investigations provided direct assistance to the Congress and GAO divisions, and in five instances referred evidence and leads resulting from its investigations to appropriate law enforcement agencies for further investigation. Investigative matters included conflicts of interest and ethics violations, contract and procurement improprieties, investigation of allegations of trade espionage, and criminal justice issues.

In fiscal year 1992 the GAO/OSI Fraud Hotline received over 5,000 calls and letters. Callers with recipient fraud allegations were referred directly to the Inspectors General (IG) of the agencies involved; more than 400 were substantive and were forwarded to the appropriate agency IG for resolution; and 16 remained with OSI for investigation or review.

To integrate the investigative and evaluative functions in GAO operations, OSI built on milestones achieved in 1991 and met new goals in 1992:

- Established the regional investigative program in five regional offices: Atlanta, Chicago, Dallas, New York, and San Francisco. First Regional Investigators Conference held in Washington in June 1992.

- Developed direct investigative support relationships with the Cincinnati, Norfolk, and Philadelphia Regional Offices which, because of their proximity to Washington, can benefit from OSI's investigative expertise.

- Incorporated the regions into OSI's practice of detailing evaluators to OSI from the divisions; during fiscal year 1992, in addition to fourteen staff from GAO divisions, five regional evaluators participated in OSI's detailee program.

- Convened the third Regional Liaison Officers Conference in January 1992.

- Introduced the Fraud Referral process, a formal mechanism by which evaluators report potential criminality and serious abuse to OSI for evaluation and possible investigation. Updated GAO Order 1130.1 to reflect this requirement. Form 298 was implemented to facilitate the fraud referral process.

- Developed the Fraud Awareness Training Course in cooperation with AFMD and the Training Institute for evaluators in the divisions and regions, as well as a curriculum focused on investigations support and fraud identification.

- Participated in GAO's efforts to institute quality management by establishing OSI's Quality Council and chartering seven quality management teams to address issues of quality in daily work at OSI.

- Formed a Hotline Working Group of OSI and regional investigators and evaluators to explore the use of the GAO hotline and an electronic bulletin board as a means of gathering tactical investigative intelligence so that GAO and OSI can be more proactive in addressing waste, fraud, and abuse.

Schedule A-1

REGIONAL AND OVERSEAS OFFICES

Summary by Object Class
(Dollars in thousands)

Object Class	1992 Actual		1993 Revised		1994 Estimate		Net Change (1993 to 1994)	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
11 Personnel Compensation	1,770	$87,619	1,675	$86,966	1,675	$94,650		$7,684
12 Personnel Benefits		16,655		16,716		18,304		1,588
21 Travel and Transportation		13,434		10,406		11,534		1,128
23 Rent, Communications and Utilities		4		4		4		
25 Other Services		404		305		344		39
26 Supplies and Materials		373		314		334		20
31 Furniture and Equipment		203		119		119		
Total	1,770	$118,692	1,675	$114,830	1,675	$125,289		$10,459

Schedule B-1

REGIONAL AND OVERSEAS OFFICES
Change Analysis - 1993 to 1994
(Dollars in thousands)

Object Class	Mandatory	Price Level	Program Changes		Total
			Workload	Equipment, Alterations, Maintenance, Repairs, etc.	
11 Personnel Compensation	$7,684				$7,684
12 Personnel Benefits	1,588				1,588
21 Travel and Transportation		$518	$610		1,128
25 Other Services		11	28		39
26 Supplies and Materials		20			20
31 Furniture and Equipment					
Total	$9,272	$549	$638		$10,459

Schedule C-1

REGIONAL AND OVERSEAS OFFICES
Detail Analysis - 1993 to 1994
(Dollars in thousands)

	Staff	Amount	
FY 1993 Budget Base	1,675		$114,830
I. Adjustments to Base			
A. Mandatory Pay and Related Costs			
1. Annualization of FY 1993 Salaries		1,031	
2. Ingrade Increases		1,490	
3. Promotions		689	
4. Civilian Pay Raise		1,433	
5. Locality Pay		1,279	
6. Positions Other Than Permanent		11	
7. Other Personnel Compensation		1,751	
8. Personnel Benefits		1,588	
			9,272
B. Price Level Increases			
1. Travel - 5%		518	
2. Training - 3%		8	
3. Contract Services - 2%		3	
4. Supplies and Materials - 5%		20	
			549
C. Program Changes			
1. Workload			
a. Program Enhancements			
(1) Travel		610	
(2) Training		28	
			638
Net Increase (Decrease)			10,459
FY 1994 Total Request	1,675		$125,289

REGIONS AND OVERSEAS OFFICES

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollars in thousands)

A. MANDATORY PAY AND RELATED COSTS	Staff	Amount
1. Annualization of Fiscal Year 1993 Salaries Annualization of ingrade increases, which are paid in accordance with 5 USC {{ 5335 and 5343, for promotions that will be granted in fiscal year 1993, and for 3-month annualization of the January 1993 pay raise.		1,031
2. Ingrade Increases Payment of merit pay and other ingrade increases for fiscal year 1994, based upon satisfactory performance within the band or grade level of appointment over a specific period of time.		1,490
3. Promotions Estimated cost of promotions to be granted during fiscal year 1994, based on performance in career ladder positions, the annual assessment process, and/or competitive selections.		689
4. Civilian Pay Raise Anticipated January 1994 civilian pay raise of 2.2 percent.		1,433
5. Locality Pay Extension of locality pay to new cities in fiscal year 1994.		1,279
6. Positions Other Than Permanent Annualization of the January 1993 and the anticipated January 1994 pay raises.		11
7. Other Personnel Compensation Performance based bonuses and incentive awards for work completed between June 16, 1992 and September 30, 1993. The increase is due to a change in the rating period from 12 to 15 months which resulted in no bonus payments in fiscal year 1993.		1,751

REGIONS AND OVERSEAS OFFICES

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollars in thousands)

A. MANDATORY PAY AND RELATED COSTS (continued)	Staff	Amount
8. Personnel Benefits Increase of employer contributions to FEGLI, CSRS, FERS Thrift Plan, and Social Security taxes resulting from increases in personnel compensation and the Social Security taxable wage base, for increases in employee allowances, increases resulting from annualization of and greater participation in the FERS retirement system, and annualization of rate changes in the Federal Employees Health Benefits Program.		1,588
B. PRICE LEVEL INCREASES		
1. Travel - 5% Average expected increase in the costs of travel. Most contract airfares are changed semiannually. Also the General Services Administration annually increases the number of high cost cities and per diem rates based on the increasing costs of service in accordance with the authority granted in P.L. 99-234.		518
2. Training - 3% This amount will provide for increases in the costs of courses provided by OPM and other vendors.		8
3. Contract Services - 2% The increase will cover inflationary cost increases for services in support of audits and miscellaneous administrative support services.		3
4. Supplies and Materials - 5% This level covers increases for such supplies as photocopier machine paper, ADP supplies, materials used in preparation of audit reports, subscriptions to periodicals, and supplies from GSA retail stores.		20

REGIONS AND OVERSEAS OFFICES

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollars in thousands)

C. PROGRAM TYPE CHANGES	Staff	Amount
1. Workload		
a. Other Program Enhancements		
(1) Travel This level of travel will permit greater travel to the sites where our audit and evaluation work is performed to ensure that the work is being done properly. This will expedite the development and preparation of GAO audit work to make our products more timely and responsive to congressional needs.		610
(2) Training This increase is needed to provide for specialized evaluator training required in support of increasing complex audit assignments.		28

Schedule E–1

REGIONAL AND OVERSEAS OFFICES
(Dollars in thousands)

Classification	Number of Employees			Amount			
	1992	1993	1994	1992	1993	1994	
Staff Ceiling 1/ Total average positions	1770	1675	1675	$87,619	$86,966	$94,650	
11.0 Full–Time Permanent 2/	1785	1769	1768	85,822	86,743	92,665	
Other Than Full–Time Permanent 3/	69	42	45	433	212	223	
Other Personnel Compensation				1,364	11	1,762	4/
25.0 Other Services (Contracts for on–site personal services) 5/							

1/ Every year Congress approves a staff ceiling for GAO. The figures shown here represent the actual usage for fiscal year 1992, the Committee authorized level for fiscal year 1993, and the requested level for fiscal year 1994.

2/ The numbers reflect total employees on board at a particular point in time and do not directly relate to the staff ceiling number, which represents average employment for the entire fiscal year.

3/ Represents the actual and estimated total number of employees in these programs during the year. A large number work only for portions of the year. Some work only for a few days.

4/ Increase is due to the fact that no bonuses will be paid in fiscal year 1993 because the performance appraisal rating period was extended to 15 months.

5/ Includes employees whose services are obtained under contract with an individual or an organization performing on–site services (in agency work space) for 6 months or more during a twelve–month period.

REGIONAL AND OVERSEAS OFFICES

A large number of GAO's professional staff are assigned to field offices throughout the United States and overseas. The primary mission of GAO's field office staff is to support GAO's mission by leading and assisting with audit assignments and by participating in planning GAO's work.

The 14 regional offices are located in major cities throughout the United States and provide coverage to the 48 contiguous states, Alaska, Puerto Rico, and the Virgin Islands. Overseas offices are located in Frankfurt, Germany, covering Europe, Africa, and the Near and Middle East and in Honolulu, Hawaii, covering East, South, and Southeast Asia and the Pacific Ocean areas.

Distribution of Regional and Overseas Offices' Average Positions by Division/Office

GAO's plans provide for the application of regional and overseas offices' average positions to the work of each of the headquarters divisions/offices as follows:

	Average Positions	
Division/Office	FY 1993	FY 1994
General Government	282	282
Human Resources	275	275
National Security and International Affairs	467	467
Resources, Community and Economic Development	306	306
Accounting and Financial Management	217	217
Information Management and Technology	98	98
Program Evaluation and Methodology	20	20
Special Investigations	10	10
Total	1,675	1,675

Schedule A-1

MISSION SUPPORT
Summary by Object Class
(Dollars in thousands)

Object Class	1992 Actual		1993 Revised		1994 Estimate		Net Change (1993 to 1994)	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
11 Personnel Compensation	620	$33,335	603	$32,729	603	$37,379		$4,650
12 Personnel Benefits		7,538		6,353		8,155		1,802
13 Benefits for Former Personnel		240		218		237		19
21 Travel and Transportation		1,773		1,525		1,673		148
22 Transportation of Things		466		136		517		381
23 Rent, Communications and Utilities		32,878		33,913		35,149		1,236
24 Printing and Reproduction		3,746		3,396		3,570		174
25 Other Services		39,171		35,695		42,954		7,259
26 Supplies and Materials		2,296		1,557		2,032		475
31 Furniture and Equipment		10,536		3,759		14,512		10,753
32 Land and Structures		4,595		11,158		18,841		7,683
42 Insurance Claims and Indemnities		37		35		42		7
Total	620	$136,611	603	$130,474	603	$165,061		$34,587

Schedule B-1

MISSION SUPPORT
Change Analysis - 1993 to 1994
(Dollars in thousands)

Object Class	Mandatory	Price Level	Program Changes		Total
			Workload	Equipment, Alterations, Maintenance, Repairs, etc.	
11 Personnel Compensation	$4,650				$4,650
12 Personnel Benefits	1,802				1,802
13 Benefits for Former Personnel	19				19
21 Travel and Transportation		$12	$136		148
22 Transportation of Things		6	375		381
23 Rent, Communications and Utilities		1,075	350	($189)	1,236
24 Printing and Reproduction		126	48		174
25 Other Services		713	2,534	4,012	7,259
26 Supplies and Materials		59	416		475
31 Furniture and Equipment		71		10,682	10,753
32 Land and Structures				7,683	7,683
42 Insurance Claims and Indemnities		7			7
Total	$6,471	$2,069	$3,859	$22,188	$34,587

Schedule C-1

MISSION SUPPORT
Detail Analysis - 1993 to 1994
(Dollars in thousands)

	Staff	Amount	
FY 1993 Budget Base	603		$130,474
I. Adjustments to Base			
A. Mandatory Pay and Related Costs			
1. Annualization of FY 1993 Salaries		624	
2. Ingrade Increases		292	
3. Promotions		215	
4. Civilian Pay Raise		480	
5. Locality Pay		553	
6. Positions Other Than Permanent		112	
7. Terminal Leave Payments		1,000	
8. Other Personnel Compensation		1,374	
9. Personnel Benefits		1,802	
10. Benefits for Former Personnel		19	
			6,471
B. Price Level Increases			
1. Travel - 5%		12	
2. Transportation of Things - 4%		6	
3. Office Space Rental - 3%		767	
4. Rent, Communications, Utilities - 2%		308	
5. Printing and Reproduction - 4%		126	
6. Training - 3%		63	
7. Foreign Affairs Administrative Support - 7%		30	
8. Contract Services - 2%		447	
9. Other Miscellaneous Services - 4%		173	
10. Supplies and Materials - 5%		59	
11. Furniture and Equipment - 2%		71	
12. Insurance Claims and Indemnities - 20%		7	
			2,069
C. Program Changes			
1. Workload			
a. Program Enhancements			
(1) Travel		136	
(2) Transportation of Things		375	
(3) Rent, Communications, and Utilities		350	
(4) Printing and Reproduction		48	
(5) Training		777	
(6) Contract Services		1,757	
(7) Supplies and Materials		416	
			3,859
D. Equipment, Alterations, Maintenance, Repairs, Etc.			
1. Rent, Communications and Utilities		(189)	
2. Contract Services		3,247	
3. Other Miscellaneous Services		765	
4. Equipment		10,682	
5. Land and Structures		7,683	
			22,188
Net Increase (Decrease)			34,587
FY 1994 Total Request	603		$165,061

MISSION SUPPORT

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollars in thousands)

A. MANDATORY PAY AND RELATED COSTS	Staff	Amount
1. Annualization of Fiscal Year 1993 Salaries Annualization of ingrade increases, which are paid in accordance with 5 USC {{ 5335 and 5343, for promotions that will be granted in fiscal year 1993, and for 3-month annualization of the January 1993 pay raise.		624
2. Ingrade Increases Payment of merit pay and other ingrade increases for fiscal year 1994, based upon satisfactory performance within the band or grade level of appointment over a specific period of time.		292
3. Promotions Estimated cost of promotions to be granted during fiscal year 1994, based on performance in career ladder positions, the annual assessment process, and/or competitive selections.		215
4. Civilian Pay Raise Anticipated January 1994 civilian pay raise of 2.2 percent.		480
5. Locality Pay Extension of locality pay to new cities in fiscal year 1994.		553
6. Positions Other Than Permanent Annualization of the January 1993 and the anticipated January 1994 pay raises.		112
7. Terminal Leave Payments Payment for accrued annual leave upon termination of employment. Significant numbers of senior executives will be retiring early in the fiscal year for whom funding must be available. More senior level employees are becoming eligible to retire than in prior years.		1,000

MISSION SUPPORT

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollars in thousands)

A. MANDATORY PAY AND RELATED COSTS (continued)	Staff	Amount
8. Other Personnel Compensation Performance based bonuses and incentive awards for work completed between June 16, 1992 and September 30, 1993. The increase is due to a change in the rating period from 12 to 15 months which resulted in no bonus payments in fiscal year 1993.		1,374
9. Personnel Benefits Increase of employer contributions to FEGLI, CSRS, FERS Thrift Plan, and Social Security taxes resulting from increases in personnel compensation and the Social Security taxable wage base, for increases in payment of employee relocation entitlements, for increases resulting from annualization of and greater participation in the FERS retirement system, and annualization of rate changes in the Federal Employees Health Benefits Program.		1,802
10. Benefits for Former Personnel Annualization of the January 1993 pay raise for a retired Comptroller General and higher payments to the Department of Labor for unemployment compensation.		19
B. PRICE LEVEL INCREASES		
1. Travel - 5% Average expected increase in the costs of travel. Most contract airfares are changed semiannually. Additionally, the General Services Administration annually increases the number of high cost cities and per diem rates based on the increasing costs of service in accordance with the authority granted in P.L. 99-234.		12
2. Transportation of Things - 4% Increased costs charged by moving service companies for the transportation of household goods involved in employee relocations and for the shipment of things by GAO.		6

MISSION SUPPORT

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollars in thousands)

B. PRICE LEVEL INCREASES (continued)	Staff	Amount
3. Office Space Rental - 3% Changes in rates charged by the General Services Administration for office space used by GAO in Washington, D.C. and locations throughout the United States and for annualization of office space cost changes in fiscal year 1993.		767
4. Rent, Communications, and Utilities - 2% Includes the February 1994 change in postal rates, rental of photocopier machines and other miscellaneous rentals used to support work performed for the Congress.		308
5. Printing and Reproduction - 4% This funds an increase in costs for GPO printing of GAO reports and documents, costs of documents for which GAO rides other agencies' print orders, as well as typesetting and graphics services.		126
6. Training - 3% This amount will provide for increases in the costs of courses provided by OPM and other vendors.		63
7. Foreign Affairs Administrative Support - 7% These funds are paid to the U. S. Army and to the State Department for GAO's share of operational costs in Frankfurt, Germany.		30
8. Contract Services - 2% Contracts for computer and ADP services, personnel security investigations, operations and maintenance of the GAO building, government and non-government contract services in support of the agency's audit and evaluation work and GSA contract services.		447

MISSION SUPPORT

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollars in thousands)

B. PRICE LEVEL INCREASES (continued)	Staff	Amount
9. Other Miscellaneous Services - 4% This funds increases in costs for maintenance of equipment such as microcomputers, photocopiers, typewriters, calculators, and print shop equipment, the storage of employees' household goods, and charges for health services assessed by the U.S. Public Health Service.		173
10. Supplies and Materials - 5% This level covers increases for such supplies as photocopier machine paper, ADP supplies, materials used in preparation of audit reports, subscriptions to periodicals, and supplies from GSA retail stores.		59
11. Furniture and Equipment - 2% This amount funds price level changes to maintain current library collections.		71
12. Insurance Claims and Indemnities - 20% This represents the estimated increase in the costs of claims for lost or damaged property incident to permanent changes of station.		7
C. PROGRAM TYPE CHANGES		
1. Workload		
a. Other Program Enhancements		
(1) Travel This level of travel will permit more travel in support of security and safety inspections, international audit liaison functions, and financial support services to GAO regional and overseas staff.		136

MISSION SUPPORT

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollars in thousands)

C. PROGRAM TYPE CHANGES (continued)	Staff	Amount
a. Other Program Enhancements		
(2) Transportation of Things Allows movement to and from overseas offices and also includes funding for "last moves" for SES retirees.		375
(3) Rent, Communications, and Utilities This increase results from higher usage of local telephone services in GAO's headquarters telecommunications system.		350
(4) Printing and Reproduction The increase will allow GAO to issue more products and to expand the use of graphics services in support of the audit and evaluation work.		48
(5) Training This increase is needed to develop and deliver courses on audit techniques and quality management as well as other courses needed to enhance staff knowledge, skills and abilities so that they can continue to respond to congressional requests that have limited time frames and to conduct audits and evaluations of increasingly complex government programs.		777
(6) Contract Services These funds will meet the increased need for ADP contract services to support the audit and evaluation work.		1,757

MISSION SUPPORT

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)		
C. PROGRAM TYPE CHANGES (continued)	Staff	Amount
a. Other Program Enhancements		
(7) Supplies and Materials This increase will support the agency's supply needs for photocopier machines, printing plant supplies, and training materials.		416
D. EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.		
1. Rent, Communications, and Utilities This decrease reflects the planned reduction in rental of ADP, photocopier, and telecommunications equipment.		(189)
2. Contract Services The increase covers critical building operations and maintenance services required as well as support services in connection with modernization of office space subsequent to asbestos removal.		3,247
3. Other Miscellaneous Services This increase will fund maintenance of new ADP equipment and microcomputers, including a preventative maintenance plan that is intended to hold down costs.		765
4. Furniture and Equipment This increase will fund systems furniture needed for renovation of the GAO building and upgrade of GAO's microcomputer and software inventory.		10,682
5. Land and Structures The increase will permit the upgrading of the heating, ventilation, and air conditioning system and continuation of asbestos removal from the GAO building to remain on schedule.		7,683

Mission Support Products Issued in FY 1992, and estimated for FY 1993 and FY 1994 by Product Type 1/

Products	1992 Actual	1993 Estimate	1994 Estimate
A. Congressional			
1. Letter Reports	4	5	4
Total	4	5	4

1/ GAO produces many things that could be considered agency products. The list above notes only the principal ones.

Schedule E-1

MISSION SUPPORT
(Dollars in thousands)

Classification	Number of Employees			Amount		
	1992	1993	1994	1992	1993	1994
Staff Ceiling 1/ Total average positions	620	603	603	$33,335	$32,729	$37,379
11.0 Full-Time Permanent 2/	625	618	613	29,665	29,820	32,984
Other Than Full-Time Permanent 3/	220	215	214	2,757	2,639	2,751
Other Personnel Compensation				913	270	1,644 4/
25.0 Other Services (Contracts for on-site personal services) 5/	156	140	142	19,792	18,130	19,121

1/ Every year Congress approves a staff ceiling for GAO. The figures shown here represent the actual usage for fiscal year 1992, the Committee authorized level for fiscal year 1993, and the requested level for fiscal year 1994.

2/ The numbers reflect total employees on board at a particular point in time and do not directly relate to the staff ceiling number, which represents average employment for the entire fiscal year.

3/ Represents the actual and estimated total number of employees in these programs during the year. A large number work only for portions of the year. Some work only for a few days.

4/ Increase is due to the fact that no bonuses will be paid in fiscal year 1993 because the performance appraisal rating period was extended to 15 months.

5/ Includes employees whose services are obtained under contract with an individual or an organization performing on-site services (in agency work space) for 6 months or more during a twelve-month period.

MISSION SUPPORT

A full range of administrative operations is provided by the mission support offices. The primary objective of the mission support offices during the next few years is to continue to improve the quality and timeliness of services provided to the agency.

The following summary shows average positions planned to meet the mission support offices' responsibilities during fiscal years 1993 and 1994.

	Average Positions	
Offices	FY 1993	FY 1994
Civil Rights Office	7	7
Federal Accounting Standards Advisory Board	5	5
General Services and Controller	148	148
Joint Financial Management Improvement Program	2	2
Office of Affirmative Action Plans	5	5
Office of Congressional Relations	15	15
Office of Counseling and Career Development	12	12
Office of Information Management and Communications	204	204
Office of Internal Evaluation	9	9
Office of International Audit Organization Liaison	10	10
Office of Policy	9	9
Office of Program Planning	9	9
Office of Public Affairs	11	11
Office of Recruitment	17	17
Personnel	74	74
Personnel Appeals Board	6	6
Quality Management Group	6	6
Training Institute	54	54
Total	603	603

Civil Rights Office

The Civil Rights Office (CRO) has responsibility for managing GAO's Equal Employment Opportunity discrimination complaint program and advises on ways to maintain a discrimination-free environment. Mediation services are provided to help the parties to a complaint explore ways to resolve their differences and arrive at an agreement that best addresses their underlying interests. In cases where the complaint cannot be resolved, CRO processes formal discrimination complaints and proposes recommended decisions.

General Services and Controller

General Services and Controller is responsible for facilities, property management, procurement, safety and security, and the financial and budgetary functions of GAO.

Joint Financial Management Improvement Program

The Joint Financial Management Improvement Program (JFMIP) is a cooperative undertaking of the Office of Management and Budget, the Department of the Treasury, the General Accounting Office, and the Office of Personnel Management working with each other and with the operating agencies to improve financial management on a government-wide basis and in individual agencies. JFMIP was officially established by the Budget and Accounting Procedures Act of 1950. The JFMIP Principals are the heads of the four central agencies. Each Principal selects a representative to the Steering Committee which gives general direction to the Program; a program agency representative is also on the committee. The JFMIP Executive Director develops and directs activities and projects. GAO provides the administrative support for the JFMIP staff, but all costs for the Program are shared equally among the central and program agency sponsors.

Office of Affirmative Action Plans

The Office of Affirmative Action Plans (OAAP) provides coordination and direction for affirmative action in hiring, promotions and job assignments within GAO. It oversees the development and implementation of affirmative action hiring and promotion goals by divisions and offices and monitors their efforts to achieve these goals. OAAP also administers the Equal Promotion Review Program to address any significant disparities between the certification and/or promotion rates of minorities and non-minorities. In addition, it works with GAO's divisions and regional offices to increase the level of equity in the job assignment process.

Office of Congressional Relations

The Office of Congressional Relations coordinates GAO's activities with congressional committees and members. These activities include the development of testimony, reports, legal opinions, bill comments, and the assigning of GAO staff to committees. The office assists, advises, and acts as a liaison for the Comptroller General and GAO's offices and divisions in furnishing the Congress with timely and useful assistance.

Office of Counseling and Career Development

The Office of Counseling and Career Development provides assistance for GAO managers and their employees in resolving problems that impede job performance and personal effectiveness. Assistance includes consultation for managers, employee counseling and referrals, educational seminars, and self-help resource center services.

Office of Information Management and Communications

The Office of Information Management and Communications (OIMC) is tasked to provide GAO with timely, efficient access to the information resources needed to accomplish its mission. This requires an organizational framework structured to manage all phases of GAO's information resources program -- planning, policy development, and customer relations activities. OIMC, which consists of six centers responsible for the day-to-day operation of GAO's information resources program, (1) designs, develops, and operates office-wide and local management information systems; (2) acquires and maintains information collections and data bases, provides research and information locator services from both internal and external sources, and disseminates information externally to the general public, depository libraries, and other government and private organizations; (3) develops GAO's communications standards, improves written and visual communication based on those standards, and produces and distributes GAO's products in the format and medium appropriate for their purpose and audience; (4) develops and oversees policies and procedures concerning the creation, organization, maintenance, use, collection, processing, storage, and archiving of GAO information and manages GAO's information security, data administration, records, forms, correspondence, and directives program; (5) designs, develops, and operates voice communications systems to meet GAO-wide requirements and support the cabling infrastructure needs for data and video systems requirements; and (6) develops and manages local and wide-area network operations, evaluates hardware and software, manages IRM equipment and software inventories, and provides GAO-wide maintenance services.

Office of Internal Evaluation

The Office of Internal Evaluation is responsible to the Comptroller General for independent evaluations of GAO activities. Such evaluations can relate to any aspect of GAO's operations and processes and may cover managerial, performance, financial, and compliance issues. This office also investigates allegations relating to GAO employees.

Office of International Audit Organization Liaison

The Office of International Audit Organization Liaison (OIAOL) manages GAO's international liaison activities and provides advice to the Comptroller General on international liaison activities that affect GAO. OIAOL manages the staff work related to the International Organization of Supreme Audit Institutions (INTOSAI), publishes the International Journal of Government Auditing, manages the International Auditor Fellowship Program, provides assistance to GAO divisions on international auditing matters, coordinates visits from representatives from other countries, acts as liaison with other national government audit organizations and international organizations, and coordinates requests for GAO to provide training and other technical assistance to the INTOSAI Development Initiative (IDI).

GAO hosted the XIV INCOSAI in October 1992. As a result, the Comptroller General became the Chairman of INTOSAI and will serve in this position through 1995. This responsibility will increase OIAOL's workload and activities for the next 3 years.

Office of Policy

The Office of Policy develops, promulgates, and interprets GAO's auditing, evaluation and reporting policies. The office provides advice and assistance to the Comptroller General, management and staff in applying GAO's audit and evaluation policies. It also serves as the focal point for receiving and responding to requests from the public for GAO records and oversees the centralized report recommendation follow-up system and accomplishment reporting system.

Office of Program Planning

The Office of Program Planning (OPP) assists the Office of the Comptroller General and the Program Planning Committee in administering GAO's systems and procedures for planning audit evaluation and investigation work and allocating staff resources to best meet the needs of the Congress and the Comptroller General's work priorities. OPP establishes requirements and formats for planning documents.

Office representatives work with the divisions to implement planning guidelines, review issue area plans, and analyze progress and accomplishments against plans. In addition, OPP serves as the executive secretariat for the Comptroller General's Job Starts Group which reviews all new jobs started by GAO. The office also helps GAO coordinate with other legislative support agencies to avoid unnecessary duplication or overlap.

Office of Public Affairs

The Office of Public Affairs coordinates GAO's communications with the media and the public. It is the main point of contact between GAO and reporters. In addition, the office prepares the Comptroller General's Monthly List of GAO Reports and Testimony; prepares the GAO Management News, a weekly newsletter for GAO employees; publishes the GAO Journal; and specifies media distribution of all GAO reports.

Office of Recruitment

The mission of the Office of Recruitment is to plan, develop, and execute a responsive and innovative program for the acquisition of the human resources needed to implement the functions of GAO. The office serves as the GAO focal point to external organizations, institutions, associations, and applicants on GAO hiring programs, processes, and procedures.

The Office of Recruitment is responsible for coordinating, managing, monitoring, and operating GAO's external hiring programs, and designing new and analyzing/refining existing policy in the employment area to ensure an innovative and responsive external hiring program.

Personnel

The responsibilities of Personnel include managing GAO's employee benefits and awards programs, and developing and promulgating personnel regulations, policies and guidance covering the range of GAO's personnel programs. Personnel also manages GAO's automated payroll/personnel system, administers time and attendance reporting and processing requirements, and provides support services in the areas of pay, staffing, classification and position management, employee relations, performance management and labor-management relations.

Personnel Appeals Board

The GAO Personnel Appeals Board is responsible for considering, deciding and ordering corrective or disciplinary action, as appropriate, in cases involving employee appeals, prohibited personnel practices, prohibited political activities, determinations of collective bargaining units, union elections, unfair labor practices and discrimination. In effect, the Board acts in place of the Merit Systems Protection Board, the Federal Labor Relations Authority and the Equal Employment Opportunity Commission (EEOC), depending on the type of case. Such a body is necessary because the GAO personnel legislation removes GAO from the purview of these agencies. The Board also has the responsibility for EEO oversight of GAO in the same manner EEOC has EEO oversight of the Executive Agencies.

Quality Management Group

The Quality Management (QMG) is a core group that provides support and expertise to all GAO units and employees either involved with or contemplating involvement in quality management activities. QMG's roles and responsibilities include: (1) coordinating quality management activities throughout GAO; (2) facilitating communications about quality management activities; (3) supporting the Quality Council, the Design and

Implementation Team, and the Quality Network; (4) establishing and maintaining a quality management information resource center and clearinghouse; and (5) working with the Training Institute to develop and continuously improve an education and training program that supports quality management.

Training Institute

The Training Institute (TI) is responsible for: (1) establishing agency-wide policies for central and external training/education activities; (2) ensuring that GAO staff are provided training/education opportunities to learn GAO's policies and procedures, audit and evaluation methods, and other skills necessary to fulfill GAO's mission; (3) establishing core and elective curricula for evaluators, executives, administrative, secretarial, and clerical employees; technical specialists, and other employee groups; (4) conducting assessments to identify training needs and evaluating the results of training; (5) keeping abreast of trends and technological advances in the training/education field; (6) efficiently operating facilities, equipment, systems, consultant agreements, and contracts in support of training; (7) representing GAO to the government, private sector, and academic training/education communities; and (8) compiling an annual education report on GAO's compliance with the "yellow book" continuing professional education standards and on the status of GAO's training/education activities.

BUDGET DETAIL

As discussed in the Budget Overview, GAO is seeking an appropriation increase of $62.4 million for fiscal year 1994. Of this increase, $ 35.4 million (57 percent) is for mandatory pay and related costs and price level changes. The balance of $27.0 million is required for workload changes and equipment, alterations and maintenance expenses. We are also requesting authority to use $1.6 million in funds received from agencies renting space in the GAO building.

The requested $3 million in price level increases is beyond GAO's control in that it constitutes funding for a modest projection of inflation and increases paid to other federal agencies such as foreign affairs administrative support payments to the State Department for our office in Germany. The requested $27.0 million (43 percent) will fund other needed increases including training, which is largely related to jobs that are done for the Congress, travel that is needed for effective job performance, continued modernization of GAO technology resources, and asbestos removal and renovation of the GAO building.

	Revised FY 1993	Estimate FY 1994	Change
Estimates (in thousands)	$435,167	$497,585	$62,418

The major increases are: $26.2 million for personnel compensation; $6.2 million for personnel benefits; $7.4 million for other services; $10.8 million for furniture and equipment; and $7.7 million for land and structures. Revised fiscal year 1993 requirements and the estimates for fiscal year 1994 are compared below by expense object class and explained in more detail in the narrative sections following this summary.

	Estimates (in thousands)	Actual FY 1992	Revised FY 1993	Estimate FY 1994	Change
11	Personnel Compensation	$272,576	$274,233	$300,469	$26,236
12	Personnel Benefits	50,351	51,423	$ 57,588	6,165
13	Benefits for Former Personnel	240	218	237	19
21	Travel and Transportation of Persons	21,177	16,747	18,549	1,802
22	Transportation of Things	466	136	517	381
23	Rent, Communications, and Utilities	32,882	33,918	35,154	1,236
24	Printing and Reproduction	3,746	3,396	3,570	174
25	Other Services	42,123	37,869	45,303	7,434
26	Supplies and Materials	3,047	2,123	2,651	528
31	Furniture and Equipment	10,847	3,911	14,664	10,753
32	Land and Structures	4,595	11,158	18,841	7,683
42	Claims and Indemnities	37	35	42	7
	Total	$442,087	$435,167	$497,585	$62,418

11. Personnel Compensation

	Revised FY 1993	Estimate FY 1994	Change
Estimates (in thousands)	$274,233	$300,469	$26,236

Included in this object class are regular salaries and wages paid directly to civilian full-time employees and other payments that are part of the employee's basic rate of pay. Regular salaries and wages paid to employees using compensatory time as well as annual, sick or other paid leave and terminal leave payments are also included. The $26,236,000 increase noted above includes $3,535,000 for the annualization of fiscal year 1993 salaries; $4,282,000 for fiscal year 1994 ingrade increases; $2,050,000 for fiscal year 1993 promotions; the anticipated January 1994 civilian pay raise estimated at $4,452,000; $4,763,000 for the extension of locality pay to more locations beginning January 1994; and $1,000,000 for the increase in terminal leave payments in fiscal year 1994.

An additional $158,000 in funding for non-permanent positions such as consultants, temporary employees, summer hires, student interns and cooperative education students is included here and represents costs associated with the annualization of the 1993 pay raise as well as that anticipated in January 1994..

Besides basic rates paid directly to civilian employees, the increase also includes $5,996,000 for SES bonuses, pay-for-performance bonuses for evaluators, attorneys and administrative professional and support staff, annualization of the 1993 pay raise and the anticipated January 1994 pay raise for overtime performed by support staff. Bonuses are not funded in fiscal year 1993.

12. Personnel Benefits
13. Benefits for Former Personnel

	Revised FY 1993	Estimate FY 1994	Change
Estimates (in thousands)	$51,641	$57,825	$6,184

The items involved in these object classes, and the estimated costs for each, are as follows:

		Revised FY 1993	Estimate FY 1994	Change
	Estimates (in thousands)			
12	Personnel Benefits:			
	Cost-of-Living-Allowances	$ 727	$ 802	$ 75
	Payments to OPM Life Insurance	469	502	33
	Payments to OPM Retirement Fund	24,121	26,169	2,048
	Employer's Share FICA Taxes	9,743	10,973	1,230
	Payments to Health Benefits Program	11,638	12,674	1,036
	Payments to FERS Thrift Savings Plan	3,719	4,183	464
	Federal Employees' Compensation Act	840	679	(161)
	Relocation Allowances	166	1,606	1,440
13	Benefits for Former Personnel	96	97	1
	Unemployment Compensation	122	140	18
	Total Personnel Benefits	$51,641	$57,825	$6,184
		====	====	====

The net increase of $6,184,000 includes increases in employer contributions to employee benefit funds ($4,811,000), in the cost of relocation allowances ($1,440,000), in cost-of-living allowances ($75,000), in unemployment compensation ($18,000), the annualization of the January 1993 cost-of-living adjustment for the retired Comptroller General ($1,000), and a decrease in the Federal Employees' Compensation Act payment ($161,000). The increase in contributions to benefit funds results primarily from the annualization of payments to the health benefits program, an increase in the taxable wage base for the payment of social security and medicare taxes, an increase in salaries paid, and an increase in the number of new federal employees for whom full payments are made to the OPM retirement fund, the Social Security trust funds, and the Federal Employees' Retirement System (FERS) Thrift Savings Plan.

Cost-of-Living Allowances

An increase in the average salary of employees officially stationed in Europe and Hawaii in fiscal year 1994 will result in a $75,000 increase. Fifty-nine percent is for education allowances, 13 percent is for living quarters allowances, and 28 percent is for territorial cost-of-living allowances. Territorial cost-of- living allowances are based on a percentage of the employee's salary.

Allowances for which such employees may be eligible (5 USC {{ 5924 and 5941) include:

- An education allowance granted to assist an employee in meeting extraordinary expenses incurred to provide adequate elementary and secondary education for his/her children.
- A living quarters allowance for rent, heat, light, fuel, gas, electricity and water is granted when government owned or rented quarters are not provided without charge for an employee assigned to a foreign area.
- A territorial cost-of-living allowance for additional compensation to persons stationed outside the continental United States (whose rates of basic compensation are fixed by statute) when living costs are substantially higher than in the District of Columbia.

Payments to OPM Life Insurance Fund

The $33,000 increase in the cost of group life insurance results from an increase in staff salaries. The amount of insurance in force is based upon an employee's annual salary rate rounded up to the next thousand plus $2,000 with a minimum face value of $10,000. The government pays one-third of the cost of regular life insurance and the employee pays two-thirds, under provisions of 5 USC {8707.

Payments to OPM Retirement Fund

Section 8334 of title 5 USC provides that there shall be deducted and withheld from the basic salary of each civilian officer or employee to whom this law applies, an amount equal to 7 percent of such basic salary as a deduction for retirement. The government matches the employee's contribution. New federal civilian employees hired on or after January 1, 1984, and other federal employees who in 1987 and 1988 chose to change to the FERS retirement plan contribute 0.8 percent with the government paying 12.9 percent beginning in fiscal year 1992.

The increase of $2,048,000 in the amount of employer payments to the OPM retirement fund results from an increase in the salaries paid to GAO staff and an increase in participation in the FERS retirement plan.

FERS Thrift Savings Plan

Federal employees hired after January 1, 1984, and those federal employees hired prior to that date who voluntarily chose to change retirement systems, are eligible to participate in the FERS Thrift Savings Plan. Eligible federal employees may contribute up to 10 percent of their salaries to the Thrift Savings Plan with the employer matching up to 5 percent of such contributions.

Employer matching contributions are dollar for dollar for the first 3 percent of employee contributions and 50 cents on the dollar for the next 2 percent of employee contributions. The employer must also contribute at least 1 percent of the salaries of FERS participants to the Thrift Savings Plan whether or not such employees contribute to the Thrift Savings Plan.

The $464,000 increase in employer contributions results from: 1) an increase in salaries paid and 2) changes in the level of contributions by plan participants during authorized open seasons.

Employer's Share of FICA Taxes

The Social Security Amendments of 1983 extended social security coverage to all new federal civilian employees hired on or after January 1, 1984. Section 101(a)(1) of the 1983 Amendments excludes from payment of the social security tax: 1) current GAO employees who remain continuously employed after December 31, 1983, and 2) reemployed annuitants of a civilian federal retirement system. This section also provides that an individual who returns to service in the employ of the United States or an instrumentality thereof, including GAO, after a separation from federal service of not more than 365 consecutive days is considered "continuously" employed.

Federal employees hired prior to January 1, 1984 who chose to change in 1987 and 1988 from the Civil Service Retirement System to the Federal Employees' Retirement System (P.L. 99-335) are liable for full payment of social security taxes up to the maximum taxable wage base levels.

The wage base subject to such taxation is revised annually by SSA's actuaries to reflect wage changes in the national economy. The chart below shows data for the most recent calendar years, with the 1994 wage bases estimated.

Year	Wage Base	Medicare Wage Base	Employee Tax Rate	Employer Tax Rate
1988	45,000		7.51%	7.51%
1989	48,000		7.51%	7.51%
1990	51,300		7.65%	7.65%
1991	53,400	125,000	7.65%	7.65%
1992	55,500	130,000	7.65%	7.65%
1993	57,600	135,000	7.65%	7.65%
1994	59,300	139,000	7.65%	7.65%

Extension of Social Security Hospital Insurance Taxes and Medicare Coverage to Federal Employees

Section 278, P.L. 97-248, Tax Equity and Fiscal Responsibility Act of 1982, amended the Social Security Act to provide that all federal employees, who had been excluded from FICA taxes, be subject to the hospital insurance portion of the FICA tax for wages paid after December 31, 1982. The rate beginning with the start of calendar year 1983 through the end of calendar year 1984 was 1.30 percent of the wage base. The rate increased to 1.35 percent in calendar year 1985 and to 1.45 percent in calendar year 1986 and all years thereafter. The government, as an employer, matches the employee's contribution. P.L. 101-500, the Omnibus Budget Reconciliation Act of 1990, estimated a separate taxable wage base for medicare beginning in 1991. For 1993 this figure has been adjusted by SSA to $135,000.

The increase of $1,230,000 in the amount of employer payments to the Federal Insurance Contribution Fund results primarily from increases in the taxable wage bases for social security and medicare.

Payments to Health Benefits Program

Payments to the health benefits program will increase $1,036,000 in fiscal year 1994 due to changes in carrier subscription charges and costs associated with the requested increase in average positions. The cost of health benefits coverage for employees is shared by the employee and the government with GAO contributing about 72 percent of the subscription charges.

Federal Employees' Compensation Act

The reimbursement for benefits and other payments from the Federal Employees' Compensation Fund varies from year-to-year depending upon the number of GAO employees injured in the line of duty and the severity of the injuries. We are required to include in our fiscal year 1994 budget estimates an amount equal to the actual cost of such benefits from July 1, 1991 to June 30, 1992, for payment to the fund (5 USC 8147) which is administered by the U.S. Department of Labor.

Relocation Allowances

The additional $1,440,000 for relocation allowances provides $1,200,000 for increased relocation expenses to be incurred as a result of more staff relocations planned for fiscal year 1994. The balance of the increase ($240,000) represents the amount of additional funding required for reimbursement payments to staff in fiscal year 1994 who, as a result of agency-paid relocations, have been assessed additional income taxes. As a fiscal year 1993 saving, GAO is reducing transfer of its staff between regional and overseas offices. This will result an increased number of Permanent Change of Station (PCS) moves in fiscal year 1994. In addition, retiring executives are eligible for "last move" relocations.

The amount for relocation allowances, authorized under the provisions of 5 USC {{ 5721-5729, provides for the payment of relocation expenses of employees involved in permanent changes of station. Some of the more significant allowances paid under this category are:

- Subsistence expenses of the employee and his/her immediate family while occupying temporary quarters for up to 120 days.
- Defined expenses of the sale of the residence (or the settlement of an unexpired lease) of the employee at the old official duty station and the purchase of a home at the new official duty station. The maximum reimbursement on a sale of a residence is 10 percent (or $20,799) of the sale price and 5 percent (or $10,399) for a purchase.
- Miscellaneous expenses such as charges for connection and disconnection of appliances and utilities, alterations and installation of rugs and draperies at the new residence, drivers' auto licenses required by the state to which the employee moves, and similar costs related to the move.
- Meals and lodging expenses incurred by the employee and his/her immediate family during the search for a new residence as a result of relocation. Reimbursement for such a search can be for up to 10 days.

- Reimbursement to meet the increased income tax liability resulting from the payment of relocation allowances in accordance with 5 USC 5724b.
- Reimbursement to third parties, under contract with GAO, that buy out the equity in an employee's residence. This benefit may be utilized in lieu of (but not in addition to) the sale of residence entitlement in number 2 above.

13. Benefits for Former Personnel

Of the fiscal year 1994 increase in this category, $1,000 is for the annualization of an annuity for a retired Comptroller General (31 USC {{ 701-704, 771-779). The balance of $18,000 is for unemployment compensation for fiscal year 1994 and represents the increase over the fiscal year 1993 revised estimate for reimbursements to the U.S. Department of Labor for payments made to former employees who have received state unemployment compensation benefits (5 USC 8509).

21. Travel and Transportation

	Revised FY 1993	Estimate FY 1994	Change
Estimates (in thousands)	$16,747	$18,549	$1,802

In order to maintain schedules for completion of work for the Congress, some supervisory, audit and investigative work must be done at the sites where federal funds are spent and where federal programs have their greatest impact. In addition, audit and evaluation work must be sufficiently representative in scope and in the number and type of locations covered to assure the validity of conclusions and recommendations. For this reason, a large part of the working time of professional staff evaluators and auditors must be spent in travel status at locations throughout the United States and in foreign countries including the Far East, Europe, Central America, Middle East, and Africa.

GAO management initiatives in recent years, including the use of Design, Methodology, and Technical Assistance Groups and a range of work planning and quality management approaches, emphasized the need for adequate geographical coverage to assure the validity of GAO's results. GAO management continues to stress the importance of more headquarters project and job leaders visiting the job site locations during the planning phases of the job and at significant stages throughout the performance of assignments as the availability of video teleconferencing expands, however, some travel expenditures can be foregone, leading to enhanced employee effectiveness.

Adequate travel funds are critical to the performance of GAO work. Price level changes occur bi-weekly for non-contract air fares and semi-annually for contract air fares. The enactment of P.L 99-234, the Civilian Travel Expenses Act of 1985, resulted in annual cost increases of per diem rates in many high cost cities. Without additional funding, GAO cannot absorb these price level changes without having a severe impact on its ability to perform the work that the Congress expects it to complete.

GAO is requesting $18,549,000 to meet fiscal year 1994 travel needs. The increase of $1,802,000 reflects price level increases ($774,000) in travel fares and per diem rates resulting from P.L 99-234, and $1,028,000 to perform requested work deferred from fiscal year 1993 due to limited funding and to meet increasing work requirements generally placed on GAO by the Congress for briefing and chapter reports as well as testimonies.

Approximately 65 percent of the estimated increase in travel requirements for fiscal year 1994 is needed for regional office staff to carry out accounting and evaluation assignments in federal offices and contractor plants away from the cities where offices and suboffices are located. Approximately 35 percent of the estimated increase in travel requirements is needed for headquarters staff to enable them to be more actively involved in on-site supervision of work performed by regional and overseas offices. In addition, GAO is planning to reduce by 1 percent travel related to administrative operations--travel for safety and security inspections, travel for training of regional staff, travel for facilities modifications, travel for personnel related matters, etc.

Requirements for travel funds for fiscal year 1993 and fiscal year 1994 are compared by GAO organizational unit in the following chart:

Estimates (in thousands)	Revised FY 1993	Estimate FY 1994	Change
Regional and Overseas Offices:			
General Government Work	$ 1,752	$1,942	$190
Human Resources Work	1,709	1,894	185
National Security and International Affairs Work	2,901	3,214	313
Resources, Community and Economic Development Work	1,901	2,107	206
Accounting and Financial Management Work	1,348	1,495	147
Information Management and Technology Work	609	675	66
Program Evaluation and Methodology Work	124	138	14
Office of Special Investigations	62	69	7
Permanent Change of Station	50	100	50
Sub-Total	$10,456	$11,634	$1,178
Top Management	$ 105	$ 117	$ 12
General Government Division	566	627	61
Human Resources Division	608	675	67
National Security and International Affairs Division	1,244	1,380	136
Resources, Community and Economic Development Division	840	931	91
Accounting and Financial Management Division	723	802	79
Information Management and Technology Division	324	360	36
Program Evaluation and Methodology Division	158	175	17

Estimates (in thousands)	Revised FY 1993	Estimate FY 1994	Change
Office of the Chief Economist	12	14	2
Office of the General Counsel	75	83	8
Office of Special Investigations	161	178	17
Mission Support	1,475	1,573	98
Sub-Total	$6,291	$ 6,915	$ 624
Total	$16,747	$18,549	$ 1,802
	====	====	====

For travel of offices located within the continental United States	($1,706)
For travel of overseas offices (Far East/European)	($96)

Travel is an important element of GAO's emphasis on the quality of its work, recognizing that GAO findings and recommendations are based on extensive firsthand fact finding which requires travel to a wide range of locations throughout the United States and abroad.

Travel required for examining federal programs carried on outside of the United States may be performed by personnel located either in the United States or in our overseas offices.

22. Transportation of Things

	Revised FY 1993	Estimate FY 1994	Change
Estimates (in thousands)	$136	$517	$381

The principal items of expense in this category are for transporting the household goods and personal effects of employees who are transferred to and from our European, Far East, and regional offices in the United States. The transportation of household goods is also provided to employees in designated categories who are assigned to their first duty station.

The increase for transportation of things provides $6000 for price level increases of 4 percent in transportation costs associated with the shipment of household goods and for transportation of supplies and equipment. The balance of the increase ($375,000) represents the amount of additional funding required for the shipment of household goods as a result of more executive and staff relocations planned for fiscal year 1994.

23. Rent, Communications, and Utilities

	Revised FY 1993	Estimate FY 1994	Change
Estimates (in thousands)	$33,918	$35,154	$1,236

The following table provides a detailed breakdown of the various items included in this object class, which is the second largest administrative category of services, and the estimated costs for each type of service:

Estimates (in thousands)	Revised FY 1993	Estimate FY 1994	Change
Rentals			
Automatic data processing equipment and software	$ 51	$ 1	$ (50)
Duplicating equipment	546	507	(39)
Office space	24,664	25,431	767
Other	133	136	3
Sub-Total	$25,394	$26,075	$ 681
Communications			
Local telephone service	$ * 2,262	$ 1,137	$ (1,125)
Long distance telephone service:			
FTS	70	70	
Commercial	1,464	1,724	260
Other telecommunications charges	2,774	3,889	1,115
Postage and fees	1,954	2,259	305
Sub-Total	$ 8,524	$ 9,079	$ 555
Total	$33,918	$35,154	$ 1,236
	====	====	====

Increases in this object class totaling $1,236,000 result primarily from changes in office space rental rates imposed by GSA for regional offices and audit sites and changes in communications charges resulting from installation of a new headquarters telecommunications system in fiscal years 1992 and 1993.

Automatic Data Processing Equipment and Software

This category includes the rental of automated data processing equipment and software for both headquarters and regional offices to augment present ADP hardware inventory. Examples of costs in this area include such items as terminals, modems, printers and controllers. Also included are the charges for initial installation and removal of equipment.

The reduction in this category reflects the conversion to ownership of previously leased equipment used to support utilization of agency administrative systems such as GAO's financial management system.

Duplicating Equipment

Duplicating equipment is essential to audit groups for providing permanent copies of work papers and in exhibits. The number of copies of internal agency material essential to audit work has been and continues to be voluminous. Since fiscal year 1980, GAO has implemented a program to contain costs in its administrative copying workload, enabling GAO to reduce costs by $39,000 in fiscal year 1994.

The decrease of $39,000 results from a reduction in the number of previously leased equipment and would continue on-going replacement of worn-out or broken copiers.

Office Space

The Public Buildings Amendments of 1972 (P.L. 92-313) requires that, beginning in fiscal year 1975, federal agencies reimburse GSA on a continuous basis for all space which they occupy, rather than for only increases in space. The net increase of $767,000 for office space in fiscal year 1994 results from increases in GSA rates for audit sites and regional offices.

Communications

Estimates for this object class provide for all communication charges for usual and necessary expenses of local and long distance telephone service and reimbursement to the U.S. Postal Service to cover mailing costs.

The net increase for communications results principally from a decrease in local telephone services obtained through GSA and increases in commercial local and long distance services. Due to the phase-out of headquarters lines by the end of fiscal year 1993 as a result of conversion to digital services, costs for GSA local services in fiscal year 1994 will be significantly reduced as they will be required only for residual headquarters audit sites and specific field locations. The increase in commercial local telephone services is required to fund annualization of phased digital service implementation during fiscal year 1993. The increase for commercial long distance anticipates additional message unit charges following phased conversion from GSA to digital services. It also provides funding associated with charges for high quality access to GAO's wide area network (WAN).

24. Printing and Reproduction

	Revised FY 1993	Estimate FY 1994	Change
Estimates (in thousands)	$3,396	$3,570	$174

This object class includes all charges incurred by the agency for contractual printing and reproduction as well as the related composition and binding operations performed by GPO and commercial printers. It also includes all common process duplicating obtained on a contractual or reimbursable basis.

The above estimate covers a workload increase requirement of $48,000 along with a 4 percent inflationary increase of $126,000. The increase in new workload demands in fiscal year 1994 results primarily from expected agency requirements for printed office products such as letterhead, envelopes, and forms as well as GAO report reprints, non-mission printing and special events requirements.

25. Other Services

	Revised FY 1993	Estimate FY 1994	Change
Estimates (in thousands)	$37,869	$45,303	$7,434

The costs in this object class, the largest administrative category of services, are shown below according to the principal types of expense and the estimated costs for each type:

Estimates (in thousands)	Revised FY 1993	Estimate FY 1994	Change
Non-government services			
Credit reports	$ 8	$ 8	$
Training	2,327	3,180	853
Storage of household goods	31	32	1
Maintenance of ADP and Non-ADP equipment and software	3,162	4,032	870
Computer and other ADP services	5,142	6,450	1,308
Other miscellaneous services	10,066	12,298	2,232
Operation and maintenance	8,123	8,600	477
Total non-government	$28,859	$34,600	$5,741
Services by other government agencies			
Security investigations	$ 300	$ 311	$ 11
Foreign affairs administrative support	426	456	30
Health services	570	618	48
Computer and other ADP services	6,954	7,575	621
Training	288	393	105
Other miscellaneous services	472	1,350	878
Total government	$ 9,010	$10,703	$ 1,693
Total--Other Services	$37,869	$45,303	$7,434
	====	====	====

Credit Reports

This category is for contracts with companies that provide GAO credit ratings on persons indebted to the government prior to referral to the Justice Department for final collection.

Training

The increase of $958,000 for tuition and fees for training results from: 1) GAO's adherence to professional audit standards that require GAO evaluators to complete a minimum of 80 hours of continuing professional education credits (CPE) every 2 years; 2) the complex nature of the programs GAO examines and the audit/evaluation approaches GAO employs; 3) greater emphasis on the quality and quantity of training and educational opportunities that GAO provides; 4) the implementation of total quality management and diversity training initiatives; and 5) GAO's endeavor to serve as a model for the audit community in training.

Training funds enable GAO-sponsored group or individual participation in courses offered during regular working hours as well as employee enrollment in job-related college and technical courses. The increase will allow a greater number of GAO staff members to attend professional conferences and technical workshops. The increase will also provide funding for senior managers to engage in intensive training relevant to their managerial, technical and issue area responsibilities in courses such as:

- Executive Seminars Program, Aspen Institute.
- Perspectives on Public Policy, Brookings Institution.
- Leadership Development Program, Center for Creative Leadership.
- National and International Security, Harvard University.
- Managing the Information Services Resources, Harvard University.
- Economic Modeling and Forecasting, Institute for Professional Development.

The increase will also provide formal training for GAO staff at OPM and at other government agencies such as GSA and DOD. This course work outside the agency allows staff members to: 1) meet CPE requirements; 2) improve current work performance; 3) progress to maximum capabilities; 4) prepare for undertaking supervisory and managerial leadership responsibilities; and 5) keep abreast of current thinking and practices in accounting, auditing and management philosophies and techniques.

Examples of such training are as follows:

1. Courses conducted by OPM and other federal agencies that include:

   a. management training

   b. supervision and group performance training;

   c. special subject matter areas such as:

   (1) planning, programming, and budgeting systems;
   (2) personnel processing;
   (3) contracting and procurement;
   (4) health care;
   (5) environmental waste;
   (6) defense logistics

2. DOD courses in areas peculiar to the programs and activities of the military establishment.

3. Other training which is not feasible for GAO to offer.

Additionally, the increase will enable the GAO to offer seminars and related educational and developmental services for senior managers in such areas as:

- Data Analysis
- Qualitative Analysis
- Emerging Issues Seminars
- Media Communications for Executives and Managers
- Managing Human Resources
- Advanced Communication and Negotiation
- Managerial Assessment and Planning
- Valuing Workplace Diversity
- Issue Area Management
- Fraud Awareness
- Preventing Sexual Harassment
- Information Management Training Series

Storage of Household Goods

The principal costs in this object class are for long-term storage of household goods in the United States for GAO employees assigned to overseas offices. Temporary storage of household goods up to 180 days, in connection with an authorized shipment, is also provided for employees transferred to overseas or domestic offices, but is charged to transportation of goods.

Maintenance of ADP and Non-ADP Equipment and Software

The increase of $870,000 in this category provides for the costs of repairs and preventive maintenance for all classes of equipment. The largest portion of the increase (43 percent) will fund necessary maintenance of microcomputers, other network equipment and related software. The balance of the increase will fund maintenance of telecommunications equipment, mail room equipment, photocopier equipment, printing plant equipment and other miscellaneous office equipment.

Computer and Other ADP Services - Nongovernment

This object class includes contractual agreements for the use of computers and other ADP equipment, data bases and ADP personnel services (specification writing, programming, documentation, etc.) when performed by commercial firms. The types of services provided under these contracts are as follows:

- Timesharing
- Econometric forecasting analyses
- Statistical analyses
- Data base design and manipulation
- Access to reference data bases utilized in the performance of audits and reviews
- Computer operations
- ADP technical support

In fiscal year 1994 additional funding of $1,308,000 for contractor support will be needed primarily to assist in development of network policies and procedures, LAN operations and administration, and WAN/LAN oversight and management of network performance, trouble analysis and problem correction.

Other Miscellaneous Services - Nongovernment

This category provides GAO with funding for contractual services from commercial firms that support administrative operations and provides necessary assistance in connection with many audits, investigations and reports done by GAO. One of the major items funded in this category is the Document Distribution System through which GAO audit and evaluation reports are provided to the Congress and the public. In addition, this system provides user access to an on-line data base of information on GAO reports. It also provides for the bibliographic control of information and materials and for a physical inventory of materials. The balance of this request for fiscal year 1994 will:

- Allow increased usage of consulting services procured through contract to support removal of asbestos from the GAO building.

- Continue on-going support for publishing operations such as design graphics and video presentations.

Operation and Maintenance

During fiscal year 1989 the custody and control of the GAO building was transferred from GSA to GAO as building owner, GAO awarded a comprehensive contract to provide professional building management services for the GAO building. The contractor, under the direction of GAO management, has responsibility to operate and maintain the GAO building including the operation, maintenance, and repair of all mechanical equipment and building systems.

Some of the other services provided under the contract are:

- Guard services
- Cleaning services
- Utility services
- Construction and building alteration work performed on a reimbursable basis

Security Investigations

Funding of $11,000 in price level changes for security investigations is required for charges by OPM, Defense Investigations Services (DIS) and the FBI's Fingerprint Division. These investigations are necessary for the purpose of determining suitability for employment and clearability for access to classified and confidential information.

Foreign Affairs Administrative Support

GAO reimburses the State Department for administrative support services on a shared cost concept. The cost depends on the number of agency staff located at a foreign post and the level of services requested to be provided on behalf of agency staff. From fiscal years 1981 to 1989 and then again since fiscal year 1991, the State Department assumed complete responsibility for the building operating expenses on all overseas government-owned and long-term leased properties which are leased through the Foreign Affairs Administrative Support System. Beginning in fiscal year 1990 the State Department expanded the categories subject to cost reimbursement to include mail courier services and telecommunications. In addition, all costs for replacement of furniture and appliances and utility cost supplied by the U.S. Army must be borne directly by each agency The increase of $30,000 in fiscal year 1994 provides for a price level increase of 7 percent in costs for administrative support services and fluctuations in exchange rates in Germany.

Health Services

The funding requested in this category is needed for the continuing increase in the cost of health care and broader availability of preventive health service/wellness programs offered by the U.S. Public Health Service (PHS) and various private vendors. In fiscal year 1994, GAO plans to maintain the level of health services currently available to GAO staff.

As GAO's primary provider of health and employee counseling services, the PHS determines total facility costs per location to include medical and administrative staff salaries and benefits, contractual services and supplies, and necessary equipment acquisitions. Each agency's proportionate share of this cost is assessed by the number of agency personnel planned at the location.

Most of GAO's expenditures in this area are nondiscretionary; the requested fiscal year 1994 change represents a 8 percent inflationary increase of $48,000 in the estimated cost of PHS billings.

Computer Services and Other ADP - Government

Under this category GAO provides reimbursement to government agencies for computer and other ADP services for administrative systems processing, for access to specialized reference data bases and for timesharing.

The increase of $621,000 will primarily fund changes in mainframe computing costs, reference data bases and GAO network support. Specific increases are as follows:

- House Information Systems (HIS)--increases for operation and maintenance of several administrative systems.
- Changes in use of NIH, U.S. Air Force, and Parklawn Computer Center for time-sharing services used in support of GAO audit and evaluation work.
- Other miscellaneous increases for accessing reference data bases in support of GAO audit and evaluation work.
- Contractor support for GAO's baseline network.

Other Miscellaneous Services - Government

This category includes interagency agreements for non-ADP services provided in support of GAO's audit and evaluation work. These contracts are initiated in order to provide specialized skills on a short-term basis. This category also funds guard services cleaning services and overtime utilities for GAO audit sites and regional locations.

26. Supplies and Materials

	Revised FY 1993	Estimate FY 1994	Change
Estimates (in thousands)	$2,123	$2,651	$528

The estimate provides for a wide variety of supplies and materials required in GAO operations. Although the agency faces continuing increases in the costs of supplies and materials, this increase can be offset to a degree through volume-discounted purchases. For instance, near the end of fiscal year 1991 GAO purchased enough photocopier paper to meet planned fiscal year 1993 requirements and thereby avoided a substantial price increase. The requested increase provides for price level changes ($112,000) and funding needed to meet work load demands ($416,000). The major work load cost is associated with replenishment of photocopier paper to restore inventories depleted during fiscal year 1993. Additional funding is needed to meet the increasing requirements for ADP supplies required to complete work for the Congress and for miscellaneous office supplies.

31. Furniture and Equipment

	Revised FY 1993	Estimate FY 1994	Change
Estimates (in thousands)	$3,911	$14,644	$10,753

The increase in this category is for the purchase of systems furniture to refurbish office space subsequent to asbestos removal, technology to support audit and evaluation work, and telecommunications equipment. The majority of the increase for IRM technology is for stand-alone workstation requirements and includes portable microcomputers, phased upgrade of desktop microcomputers to 32 bit technology and upgrade of software to current versions. The increase also includes on-going maintenance and upgrade of GAO's pilot and non-pilot LANs.

32. Land and Structures

	Revised FY 1993	Estimate FY 1994	Change
Estimates (in thousands)	$11,158	$18,841	$7,683

The fiscal year 1994 increase represents the funding needed to maintain the current schedule for asbestos abatement and restoration of the GAO building. Specifically the funding is necessary to complete demolition/abatement of one floor, renovation of two floors, and continuing to upgrade the GAO building mechanical systems.

42. Insurance Claims and Indemnities

	Revised FY 1993	Estimate FY 1994	Change
Estimates (in thousands)	$35	$42	$7

This estimate provides funding for payment on claims to employees and others for property lost or damaged incident to government work assignments, for destruction or injury of property and other liabilities. The increase of $7,000 will provide a level of funding that more closely represents actual payments made in recent years.

Asbestos Abatement in GAO Building

Congressional support and assistance was instrumental in helping GAO obtain ownership and control of the GAO Building in 1988. This accomplishment greatly facilitated agency efforts to remove asbestos and renovate space to create a safer and better work environment and to better suit current operations thereby enhancing staff efficiency in performing the audit and evaluation work.

When the GAO Building was constructed during the late 1940's, it was regarded as a marvel of modern construction technology. One of the largest office buildings in downtown Washington, D.C., the seven-story structure covered most of a city block and contained the latest amenities. Most publicized was the unique 35 mile system of air ducts that provided centralized air-conditioning for the nearly 2 million square foot building.

Because World War II caused a metal shortage, using alternative materials, such as asbestos, was popular. To reduce construction costs for the GAO Building, air ducts that were "asbestos from core to cover" were used instead of ones made from sheet metal. Asbestos air ducts also had the added advantages that they would not rot, rust, or burn. Making the building fire resistant was especially important because its primary purpose was to warehouse and archive tons of highly combustible important government accounting documents. GAO's construction was unique: not only were the air ducts composed of asbestos, but the ceilings, the pipes, and the supporting columns were encased with it. Ironically, the very safeguards that were once used to protect the building's occupants now pose a health hazard. The air ducts are now old and, in many places, crumbling and friable. To ensure the safety and well being of its employees, GAO is removing all asbestos from the building using accepted procedures.

The GAO Building was designed to provide large spaces for files. Thus the building when completed had enclosed offices with windows along the outer walls, but with virtually all of the inner space unpartitioned. With the passage of the Budget and Accounting Procedures Act of 1950, GAO's legislative base for later change to an oversight role was established and much of the GAO's audit activity was transferred to sites located in the departments and agencies being audited. Therefore, the overwhelming need for file storage space was no longer present. The interior space was partitioned and used as traditional office space although the original air distribution system was not designed for this application and was never satisfactory. The system is incapable of cooling the building because of heat generated by lighting, personnel and the equipment they require.

In addition to the inadequate, deteriorated, and unhealthy air distribution system made of asbestos, other building systems have reached the end of their useful life and/or are technologically outdated requiring modernization if GAO is to consolidate its work force and function efficiently by using modern office equipment. The electrical system is insufficient to support the needs of the rapidly emerging technology that GAO requires to accomplish its mission. The telecommunications cable system needs replacement to meet projected needs. The fire alarm and building security systems are unmaintainable due to age and problems associated with obtaining replacement parts.

Removing asbestos provides GAO a unique opportunity to not only satisfy specific deficiencies in the air distribution systems, but also update the support systems of the entire facility. In addition to improving computer and communication capabilities, GAO will also meet current building codes for handicapped accessibility.

GAO has completed the modernization of the seventh floor, ninety percent of the first floor and half of the building's mechanical plant systems equipment located in the penthouse and basement. The fourth floor has been completely abated of asbestos and construction will start in fiscal year 1993 with completion in June of fiscal year 1994. The remaining half of the mechanical plant will be modernized during the same period since it is needed to support occupancy of the 4th floor. The Bureau of Labor Statistics vacated the entire 2nd floor of the GAO Building in September 1992. Although several years late, this action gives GAO the opportunity to work on two floors and thereby accelerate asbestos removal and the modernization schedule. Demolition and asbestos abatement was started on the second floor in October 1992 (fiscal year 1993), and with necessary funding modernization should be completed in fiscal year 1995.

The three remaining floors will begin modernization with the 5th floor in fiscal year 1994, the 3rd floor in fiscal year 1995 and the 6th floor in fiscal year 1996. Under the current compressed schedule the entire building will be completed in fiscal year 1998.

Although the current modernization plan for the building would allow GAO to work on two floors at one time until the project is completed, the current level of funding (fiscal year 1993 and before) will only allow work on one floor at a time while the other floor remains vacant. If the funding level is increased in fiscal year 1994 and future years to support the current compressed schedule, GAO could complete the entire project thirty one months earlier, saving $18 million in rent and $4 million in construction costs.

The modernization of the GAO Building is being undertaken to create a safer and more productive work environment for the GAO staff. GAO is firmly committed to supporting organizational objectives of recruiting and retaining quality staff, and firmly believes that an environmentally safe and quality workplace is a critical part of any employee compensation and benefit package. Lack of a modernization program in the GAO Building will reduce GAO's organizational effectiveness and its ability to serve the Congress.

Modernization Program Summary

(Project Completion Costs, Adjusted for Inflation)

	Completion Date	Program Costs		Total
		Rent	Construction	
Extended Schedule	Oct-00	$59,531,618	$78,539,026	$138,070,644
Current Compressed Schedule	Mar-98	$41,511,057	$74,422,630	$115,933,687
Difference	31 months	$18,020,561	$4,116,396	$22,136,957

Construction Cost versus GSA Rent Cost

(By Fiscal Year, Adjusted for Inflation)

Fiscal Year	Extended Schedule	Compressed Schedule	Estimated GSA Rent
1994	$14,568,574	$24,040,035	$24,738,792
1995	$16,002,255	$22,375,561	$25,604,650
1996	$7,029,489	$19,957,761	$26,500,812
1997	$11,137,270	$5,189,367	$27,428,341
1998	$6,986,427	$2,859,905	$28,388,333
1999	$16,177,477	$0	$29,381,924
2000	$6,637,534	$0	$30,410,292
Total	$78,539,026	$74,422,629	$192,453,144

GENERAL ACCOUNTING OFFICE

Program and Financing (in thousands of dollars)

Identification code 05–0107–0–1–801		1992 actual	1993 est.	1994 est.
	Program by activities:			
	Direct program:			
00.01	Top Management	3,770	3,012	3,278
00.02	General Government Division	30,869	32,706	35,765
00.03	Human Resources Division	21,289	21,467	23,451
00.04	National Security and International Affairs Division	35,298	34,667	37,842
00.05	Resources, Community and Economic Development Division	32,036	32,586	35,582
00.06	Accounting and Financial Management Division	22,675	23,976	26,093
00.07	Information Management and Technology Division	13,553	13,893	15,158
00.08	Program Evaluation and Methodology Division	6,601	6,312	6,890
00.09	Office of the Chief Economist	1,017	1,734	1,882
00.10	Office of the General Counsel	16,363	16,301	17,795
00.11	Office of Special Investigations	3,313	3,209	3,499
00.12	Regional and Overseas Offices	118,692	114,830	125,289
00.13	Mission Support	121,169	116,328	137,844
00.91	Total direct program	426,645	421,021	470,368
01.01	Reimbursable program	8,156	1,200	1,600
02.01	Capital investment	15,442	14,146	27,217
10.00	Total obligations	450,243	436,367	499,185
	Financing:			
25.00	Unobligated balance expiring	560		
39.00	**Budget authority (gross)**	**450,803**	**436,367**	**499,185**
	Budget authority:			
	Current:			
40.00	**Appropriation**	**438,679**	**435,167**	**497,585**
	Permanent:			
65.00	**Advance appropriation**	3,968		
68.00	**Spending authority from offsetting collections (new)**	**8,156**	**1,200**	**1,600**
	Relation of obligations to outlays:			
71.00	Total obligations	450,243	436,367	499,185
72.40	Obligated balance, start of year	66,050	82,051	88,098
74.40	Obligated balance, end of year	−82,051	−88,098	−100,311
77.00	Adjustments in expired accounts	650		
87.00	Outlays (gross)	434,892	430,320	486,972
	Adjustments to budget authority and outlays:			
88.00	Deductions for offsetting collections, Federal funds	−8,156	−1,200	−1,600
89.00	Budget authority (net)	442,647	435,167	497,585
90.00	Outlays (net)	426,736	429,120	465,372

Object Classification (in thousands of dollars)

Identification code 05–0107–0–1–801		1992 actual	1993 est.	1994 est.
	Direct obligations:			
	Personnel compensation:			
11.1	Full-time permanent	263,291	270,405	290,487
11.3	Other than full-time permanent	4,223	3,523	3,681
11.5	Other personnel compensation	5,062	305	6,301
11.9	Total personnel compensation	272,576	274,233	300,469
12.1	Civilian personnel benefits	50,351	51,423	57,588
13.0	Benefits for former personnel	240	218	237
21.0	Travel and transportation of persons	21,177	16,747	18,549
22.0	Transportation of things	466	136	517
23.1	Rental payments to GSA	21,052	24,664	25,431
23.2	Rental payments to others	954	1,130	944
23.3	Communications, utilities, and miscellaneous charges	10,876	8,124	8,779
24.0	Printing and reproduction	3,746	3,396	3,570
25.1	Consulting services	2,172	1,755	2,067
25.2	Other services	39,951	36,114	43,236
26.0	Supplies and materials	3,047	2,123	2,651
31.0	Equipment	10,847	3,911	14,664
32.0	Land and structures	4,595	11,158	18,841
42.0	Insurance claims and indemnities	37	35	42
99.0	Subtotal, direct obligations	442,087	435,167	497,585
99.0	Reimbursable obligations	8,156	1,200	1,600
99.9	Total obligations	450,243	436,367	499,185

Personnel Summary

	1992 actual	1993 est.	1994 est.
Total compensable workyears:			
Full-time equivalent employment	5,062	4,900	4,900
Full-time equivalent of overtime and holiday hours	6	5	5

GENERAL ACCOUNTING OFFICE

Trust Funds

CONTRIBUTIONS

Program and Financing (in thousands of dollars)

Identification code 05–8269–0–7–801	1992 actual	1993 est.	1994 est.
Program by activities:			
10.00 Total obligations (object class 25.0)	8	9	
Financing:			
21.40 Unobligated balance, start of year	−7	−9	
24.40 Unobligated balance, end of year	9		
60.05 Budget authority (appropriation) (indefinite)	10		
Relation of obligations to outlays:			
71.00 Total obligations (object class 25.0)	8	9	
72.40 Obligated balance, start of year	3	9	
74.40 Obligated balance, end of year	−9		
90.00 Outlays	2	18	

[Clerk's note.—The Program and Finance and Object Class tables reflect the budget justifications as submitted to the Subcommittee. Please check Appendix to the President's FY94 Budget for any changes that may be made subsequent to the January 1993 submission to the Subcommittee.]

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